

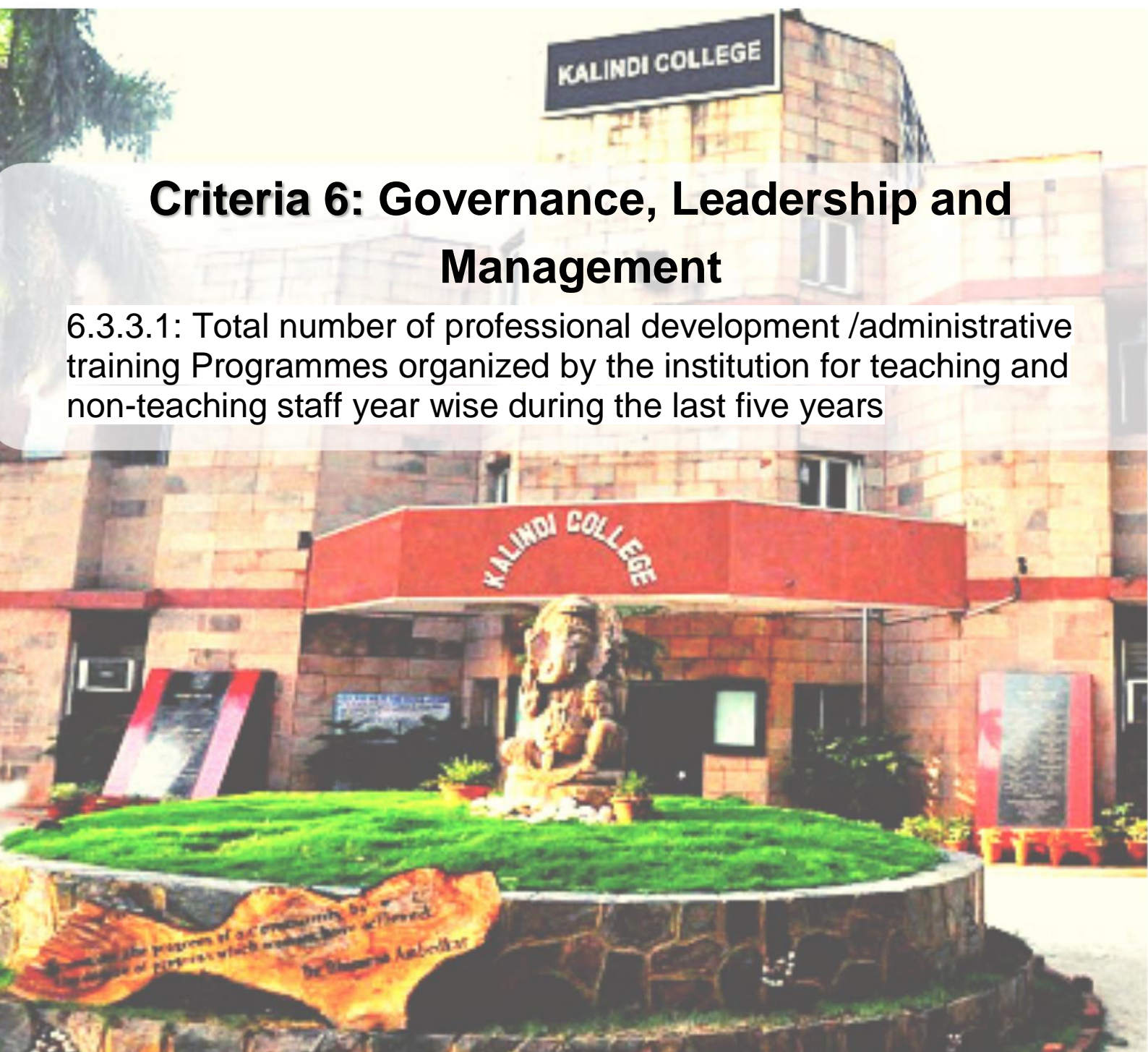


# KALINDI COLLEGE

*NAAC Accredited with Grade 'A'*  
(University of Delhi)

## Criteria 6: Governance, Leadership and Management

6.3.3.1: Total number of professional development /administrative training Programmes organized by the institution for teaching and non-teaching staff year wise during the last five years



**Submitted to**  
**National Assessment and**  
**Accreditation Council (NAAC)**  
**(2016-21)**

**6.3.3.1: Total number of professional development /administrative training Programmes organized by the institution for teaching and non-teaching staff year wise during the last five years**

<b>SN</b>	<b>Title of document</b>	<b>Page</b>
<b>1</b>	<b>Professional development/administrative training Programme organized by the institution for teaching and non-teaching staff year in 2020-21</b>	<b>1</b>
<b>2</b>	<b>Professional development/administrative training Programme organized by the institution for teaching and non-teaching staff year in 2019-20</b>	<b>111</b>
<b>3</b>	<b>Professional development/administrative training Programme organized by the institution for teaching and non-teaching staff year in 2018-19</b>	<b>127</b>
<b>4</b>	<b>Professional development/administrative training Programme organized by the institution for teaching and non-teaching staff year in 2017-18</b>	<b>185</b>
<b>5</b>	<b>Professional development/administrative training Programme organized by the institution for teaching and non-teaching staff year in 2016-17</b>	<b>201</b>





# KALINDI COLLEGE

(University of Delhi)

NAAC Accredited with Grade 'A'



## *E-Content Development Committee*

*invites the teaching faculty for*

## *Hands-on Training on E-Content Development Using Basic Tools*



September 27, 2021

5:30 PM on Google Meet Platform

<https://meet.google.com/iki-ieuv-fjz>

**For Registration**

[Click here](#)

<https://tinyurl.com/E-content-kalindi>



**Resource Person 1**  
Dr. Savita Sharma  
Assistant Professor  
Department of Physics

**Topic: "Basics of Audio  
& Podcasting Tools"**  
5:45 PM - 6:15 PM



**Resource Person 2**  
Dr. Pawan Kumar  
Assistant Professor  
Department of Botany

**Topic: "Quick Start Guide  
to Video Content Creation"**  
6:20 PM - 6:50 PM

**Prof. Naina Hasija**  
Principal

**Dr. Shilpika Bali Mehta**  
Convener

**Organizing Team**  
E-Content Development Committee



KALINDI COLLEGE

(University of Delhi)

NAAC Accredited with Grade 'A'

*E-Content Development Committee*



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## Hands-on training on E-content Development using Basic Tools

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27<sup>th</sup> September, 2021

Monday 5:30 pm

## Programme Schedule

Google meet – <https://meet.google.com/iki-ieuv-fjz>

Youtube link - <https://youtu.be/jM8AvPteTqI>

	Speakers	Time
1.	Commencement of the Program	5: 30 pm – 5: 35 pm
2.	Inaugral Address by Principal Prof. Naina Hasija	5: 35 pm – 5: 40 pm

3.	Basics of Audio & podcasting tools Dr. Savita Sharma	5:40 pm – 6: 20 pm
4.	A Quick start Guide on Video Creation Dr. Pawan Kumar	6:20 pm -7:00 pm
5.	Vote of Thanks & Collection of Feedback forms	7:00 pm – 7: 10 pm



## *e-Content Development Committee*

### *Kalindi College, University of Delhi*

#### *Report on “Hands-on training for e-content development using basic tools”*

The e-content development committee of Kalindi college organized its inaugural event on **“Hands-on training for e-content development using basic tools”** for the faculty members of the college on **27<sup>th</sup> September 2021, Monday at 5:30 PM**. The resource persons for the sessions were our committee members Dr. Savita Sharma, Assistant Professor, Department of Physics and Dr. Pawan Kumar, Assistant Professor, Department of Botany. Dr. Sharma opted to cover *“Basics of audio and podcasting tools”* while Dr. Kumar volunteered to share his knowledge and experience on *“Quick start guide to video content creation”*. The poster of the event was launched and was also uploaded on the college website.

The poster is for an event organized by the Kalindi College E-Content Development Committee. At the top, it features the college's name and accreditation (NAAC Grade 'A'). The event title is "Hands-on Training for E-Content Development Using Basic Tools", scheduled for September 27, 2021, at 5:30 PM on Google Meet. A registration link is provided. The poster highlights two resource persons: Dr. Savita Sharma (Physics) and Dr. Pawan Kumar (Botany), each with their respective topics and time slots. The Principal, Prof. Naina Hasija, and the organizing team are also mentioned at the bottom.

**KALINDI COLLEGE**  
(University of Delhi)  
NAAC Accredited with Grade 'A'  
**E-Content Development Committee**  
is organizing

**Hands-on Training for  
E-Content Development Using Basic Tools**

September 27, 2021  
5:30 PM on Google Meet Platform  
<https://meet.google.com/iki-jeuy-fjz>

**For Registration**  
[Click here](https://tinyurl.com/E-content-kalindi)  
<https://tinyurl.com/E-content-kalindi>

**Resource Person 1**  
Dr. Savita Sharma  
Assistant Professor  
Department of Physics  
**Topic: "Basics of Audio & Podcasting Tools"**  
5:45 PM - 6:15 PM

**Resource Person 2**  
Dr. Pawan Kumar  
Assistant Professor  
Department of Botany  
**Topic: "Quick Start Guide to Video Content Creation"**  
6:20 PM - 6:50 PM

**Prof. Naina Hasija**  
Principal

**Organizing Team**  
E-Content Development Committee

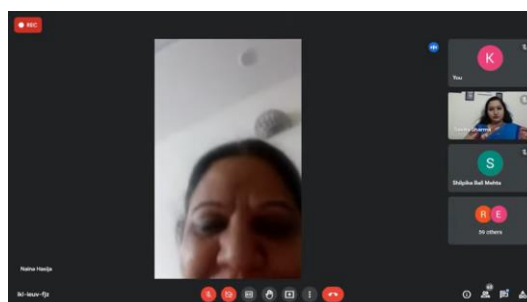
Interested faculty members from the college had to register themselves using <https://forms.gle/H6RzaSTzhSB3Jbo36> link. A total of **130 teachers** from various departments of the college registered for the event. A separate WhatsApp group comprising of participants as well as organizing members was created to share the details and other relevant information regarding the event. Our resource persons shared the pre-requirements with the participants well in advance before the event. This included step-by-step guide to download various software and tools to be covered during the hands-on training session. This was done to ensure that the participants come prepared for the training session before hand.

The program was conducted on google meet platform and was streamed live on Kalindi College youtube channel.

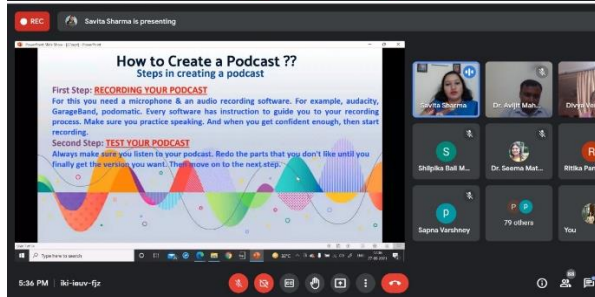
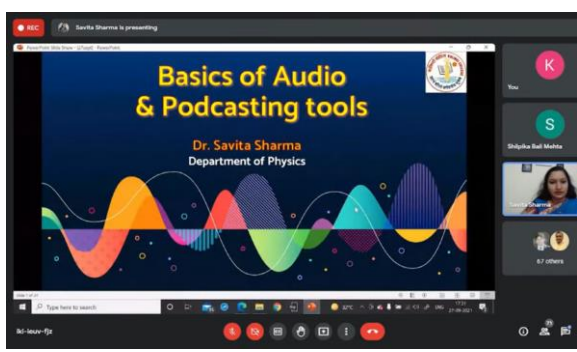
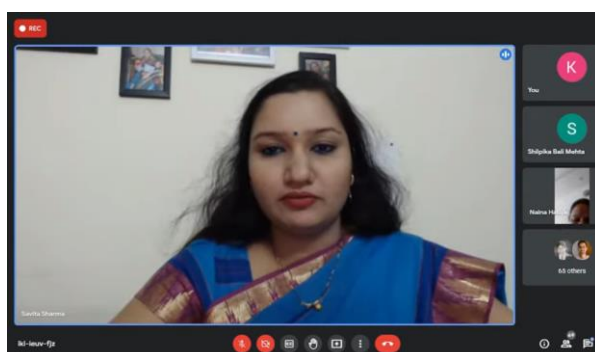
Google meet – <https://meet.google.com/iki-ieuv-fjz>

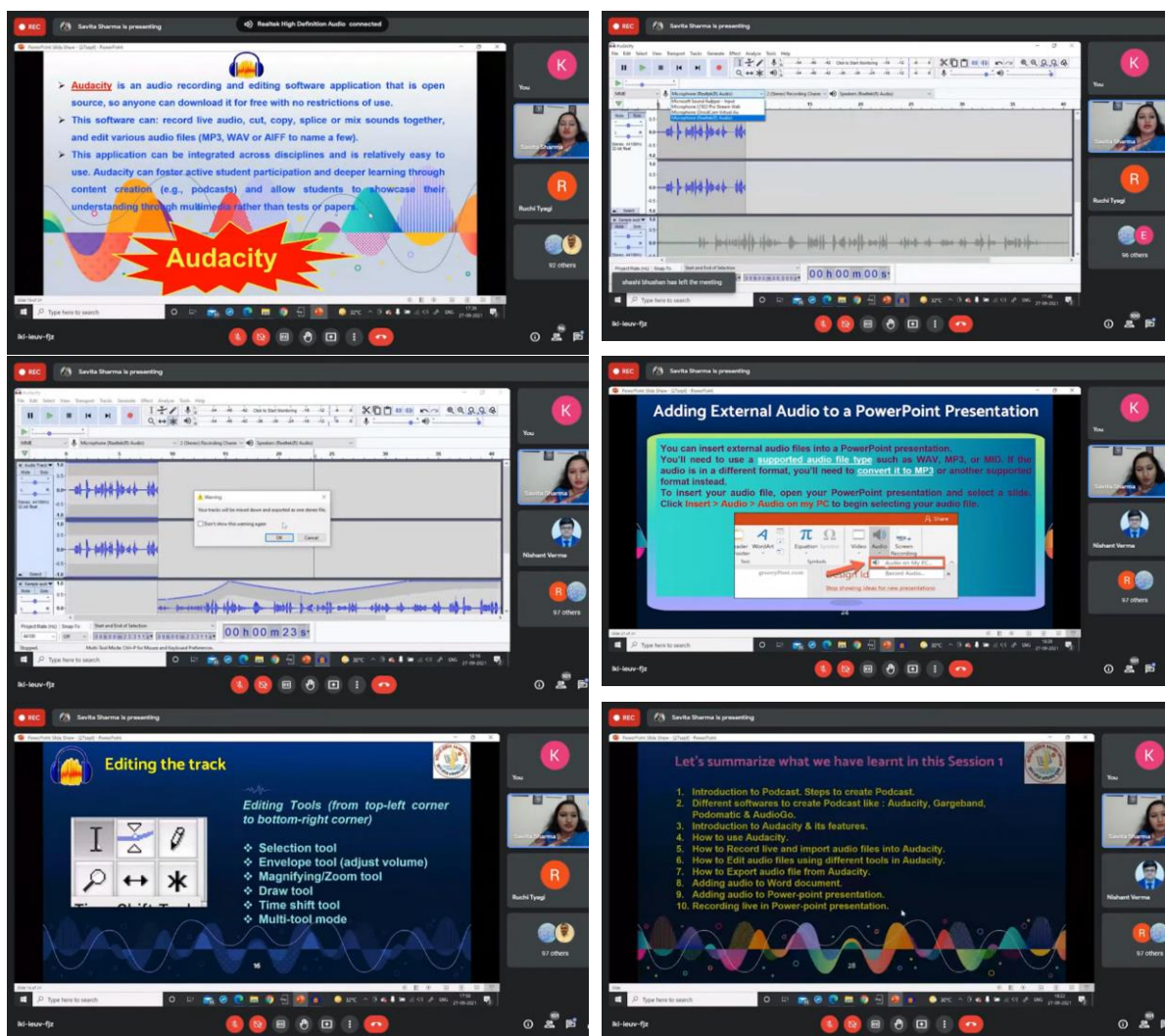
Youtube link - <https://youtu.be/jM8AvPteTqI>

The event started with the introductory remarks by Dr. Shilpika Bali Mehta, convenor, e-content development committee. Dr. Mehta apprised everyone about the functioning of the committee and emphasized on the importance of e-content development especially amid Covid times. Our Principal, Prof. Naina Hasija graced the occasion and gave her best wishes for the successful event.

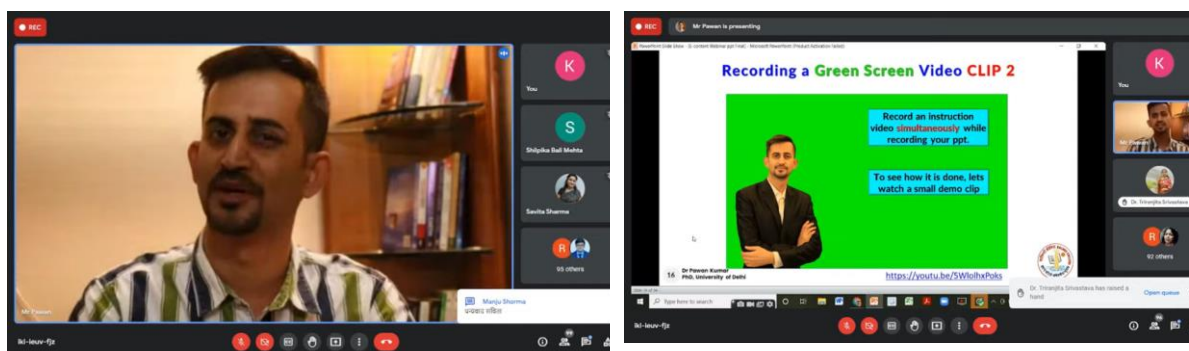


The first session on “*Basics of audio and podcasting tools*” was conducted by Dr. Savita Sharma. Dr. Sharma explained the concept behind creating a podcast and its advantages in our education system. She covered all the necessary steps required to create a basic podcast using a freely available software ‘audacity’. Working instructions as well as live demonstration on how to create, edit and import the track were covered efficiently in the session.

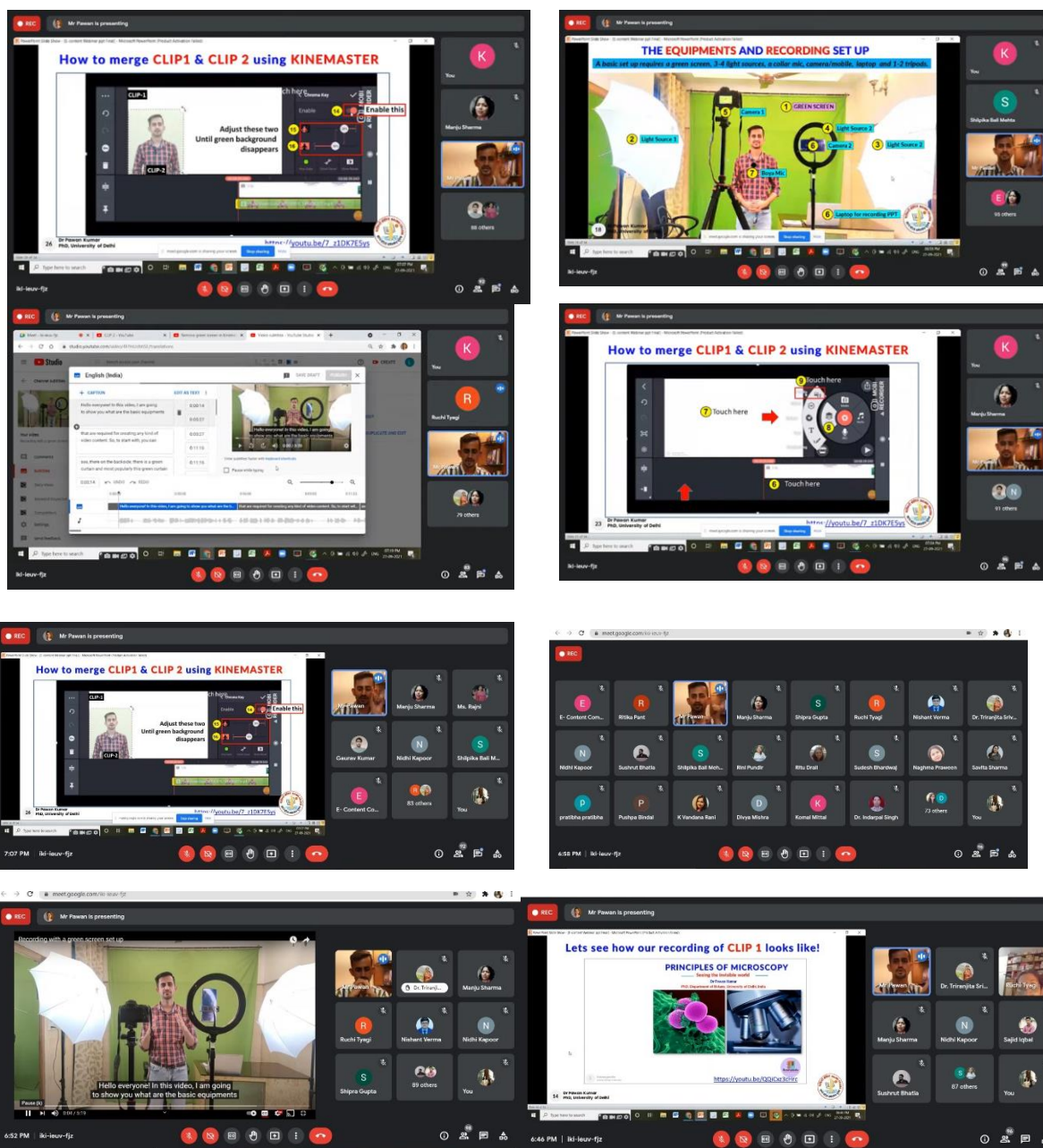




The second session on “*Quick start guide to video content creation*” was carried out by Dr. Pawan Kumar. Dr. Kumar covered all the steps required in creating a video content in an easy and simplified manner. He started with explaining what all equipment and recording set up are required for creating a video. A live powerpoint was recorded using ‘freecam’ software. Concept of green screen and its importance in video recording was also explained brilliantly. Dr. Pawan then made use of ‘kinemaster’ software and demonstrated its working with the audience. In the end, the details on how to add subtitles in the video and how to publish the video on any platform were also shared.







To gain insights on the learning outcomes from the event and to encourage our teachers to develop their own e-content, an assignment/activity from each session was given to the participants. The participants were asked to create the e-content and submit the same to e-content development committee within 10 days.

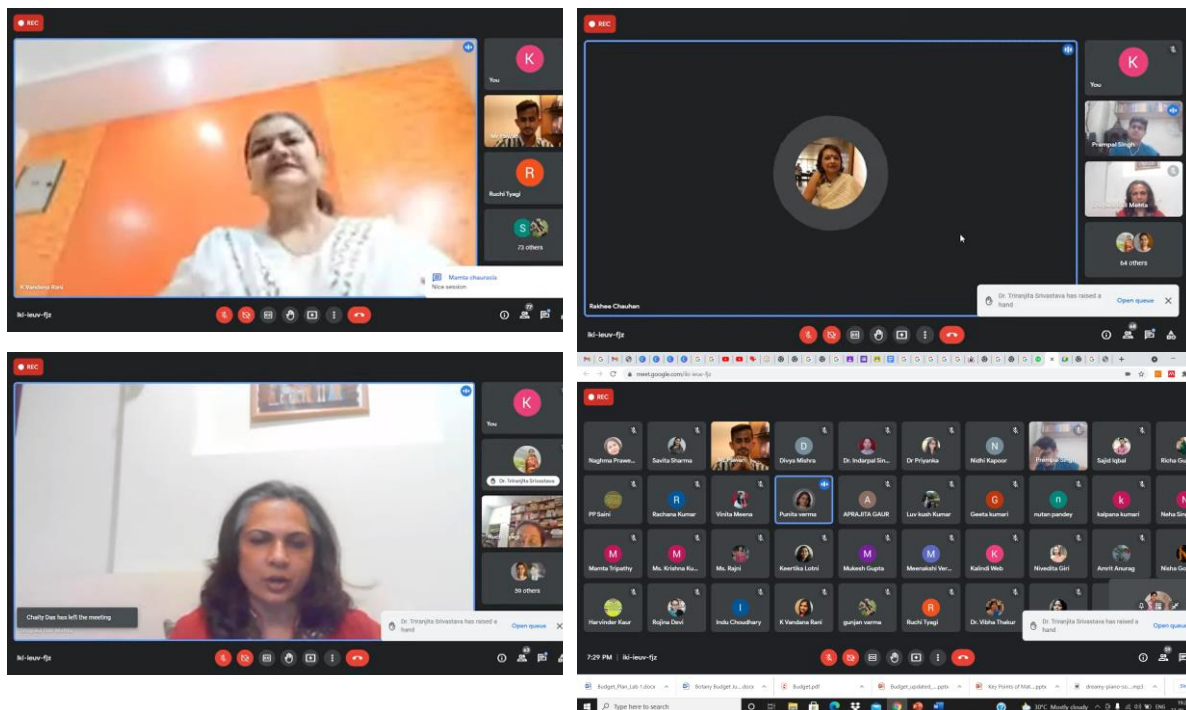
Both sessions were indeed very informative, interactive and highly beneficial for the teaching faculty of the college. The appreciations and overwhelming response from the live audience was the proof of the success of the event. The participants were asked to fill the feedback form at the end of the training session.

Feedback form link: <https://forms.gle/hCKG3Faxg6RRM1vU7>

The committee received feedback from 92 faculty member who attended the workshop.

The valedictory session was conducted by Dr. K. Vandana Rani, member, e-content development committee. Dr. Vandana thanked our respected Principal ma'am Prof. Naina

Hasija for her constant support and encouragement. The participants were thanked for making the event so interactive and wonderful. Also, the convenor, co-convenor, resource persons and all the committee members of e-content development committee were thanked for organizing the workshop. Lastly, the involved technical persons were thanked for helping in putting up a great event.



Google meet recording link:

[https://drive.google.com/file/d/1z0Q45DbnS4YS8MIKfHuz\\_dMECrXgncF/view?usp=sharing](https://drive.google.com/file/d/1z0Q45DbnS4YS8MIKfHuz_dMECrXgncF/view?usp=sharing)

### **E-Content development committee, 2021**

**Convener- Dr. Shilpika Bali Mehta**

**Co- Convener -Dr.Savita Sharma**

#### **Members**

Dr. K.Vandana Rani

Dr. Vibha Thakur

Ms. Mamta

Dr. Pawan kumar

Dr. Upasana Issar

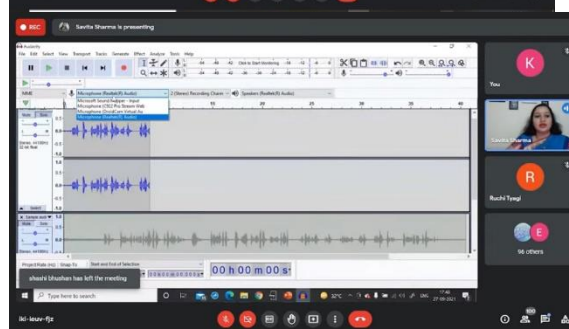
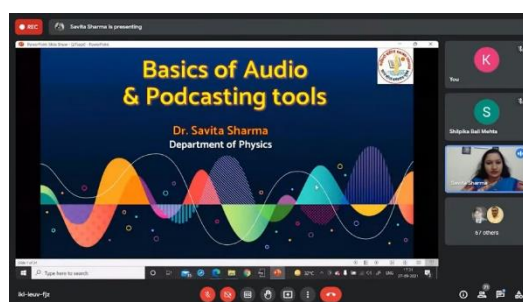
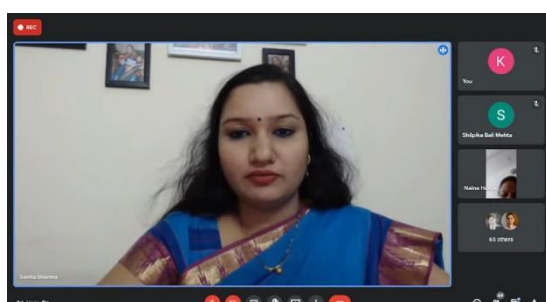
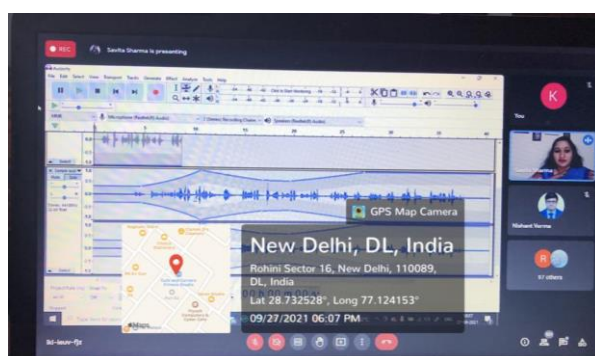
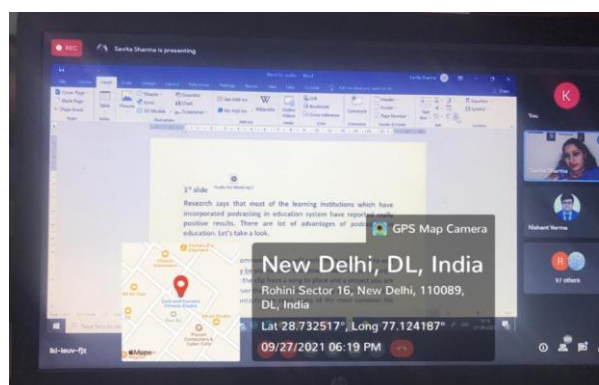
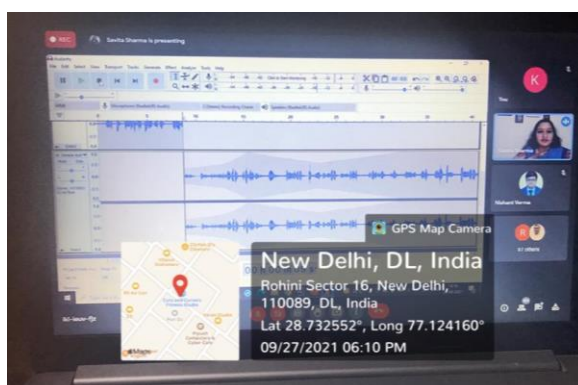
Ms. Tanu Sharma

Ms. Parthivi Khurana

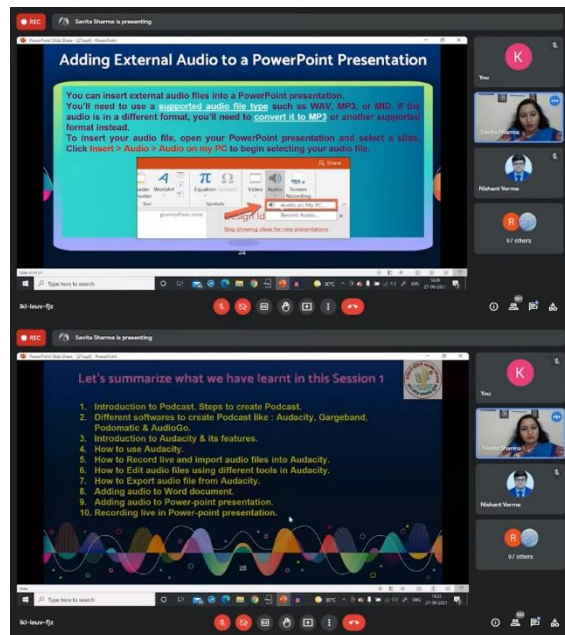
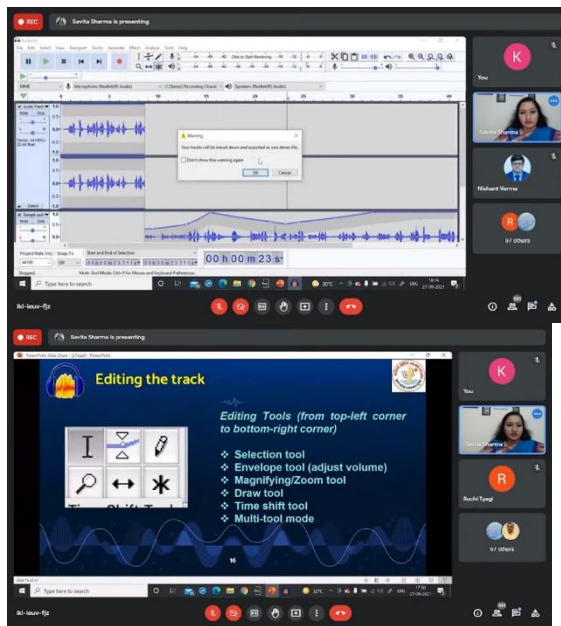
Ms. Reshu Chaudhary

Dr. Neha Dhingra

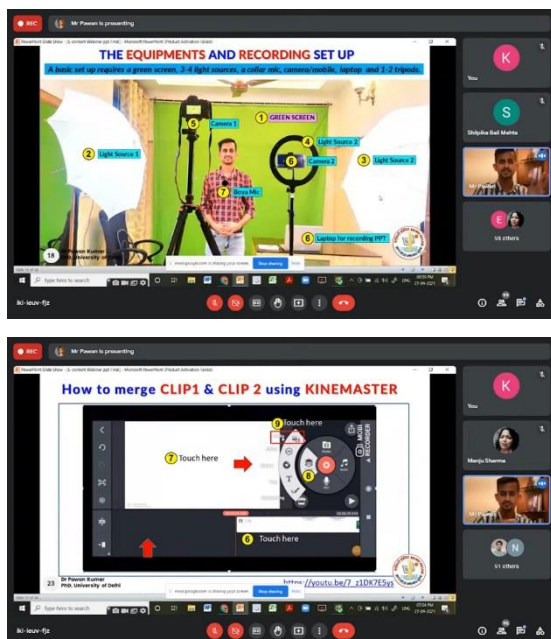
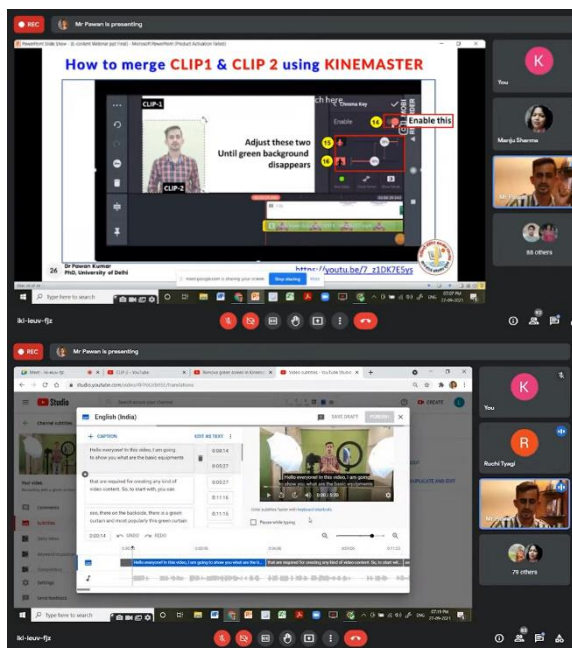
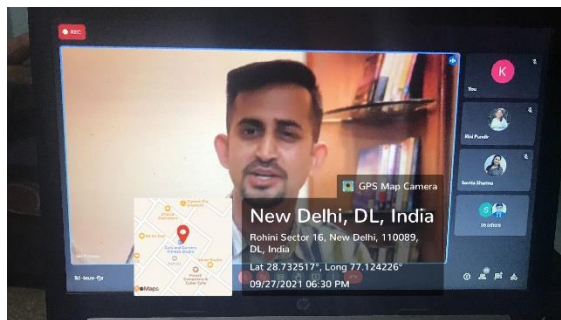
## Training session 1 by Dr. Savita Sharma







## Training session 2 by Dr. Pawan Kumar



Timestamp	Email Address	Salutation	Name	Contact Number	Designation	Department	Institution/Affiliation	The training session objectives were stated clearly and met.
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9-27-2021 19:23:48	divyaverma@kalindi.du.ac.in	Dr	Divya Verma	9868778770	Assistant Professor	Botany	College, University of	5
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9-27-2021 19:26:00	kalpanakumari@kalindi.du.ac.in	Dr	KALPANA KUMARI	9911318201	Assistant Professor	Botany	College, University of Delhi	5
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9-27-2021 19:37:06	induchoudhary@kalindi.du.ac.in	Dr	Indu Choudhary	9899744622	Associate Professor	Economics	Kalindi College	5
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9-27-2021 19:38:59	anita.tagore@gmail.com	Dr	Anita Tagore	8387091837	Associate Professor	Political Science	Kalindi College	5

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9-27-2021 19:46:06	msbharti@kalindi.du.ac.in	Ms	Bharti	9650215023	Assistant Professor	Journalism	Kalindi College	4
9-27-2021 19:48:01	shamajan@kalindi.du.ac.in	Ms	Shama Jan	+918010067589	Assistant Professor	English	Kalindi	5
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9-27-2021 19:50:45	vanipyarilal@kalindi.du.ac.in	Ms	Vani M Pyarilal	8375046475	Assistant Professor	English	College, Delhi University	5
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The training session was well organized.	The training session helped me get a better understanding of audio and podcasting tools for e-content development.	The training session helped me get a better understanding of video content creation tools for e-content development.	The training session lived up to my expectations.	The information given was interesting and easy to understand.	Were there any topics that you would have liked to be covered in this training?	Do you have any prior knowledge about e-content and its development tools? If yes, then	Would you like to be a resource person in upcoming workshops/training sessions on e-content
5	5	4	5	5	that I know.	No	No
5	5	5	5	5	No	Not many	No
5	5	5	5	5	Yes	No	Yes
5	5	5	5	5	EXPLAINED	LITTLE	No
5	5	5	5	5	hands on	Yes	No
5	4	4	4	4	-	No	No
5	5	5	5	4	No	Yes, pres	Yes
1	1	1	1	1	No	Not at all	No
5	5	5	5	5	depth explan	NA	No
5	5	5	5	5	NO	NO	No
5	5	5	5	5	No	No	No

5	5	5	5	5	.	No	No
5	4	5	5	5	E content	#NULL!	0
5	5	5	5	5	no	no	Yes
5	5	5	5	5	Pear Dec	.	No
5	5	5	5	5	sessio ns on	NA	No
5	5	5	5	4	compr ehensi	yes. U tu	Yes
5	5	5	5	5	them have	No	No
5	5	5	5	5	yet, still discov	no	No
5	5	5	5	5	No	No	No
5	5	5	5	5	an amazon	No	No
5	5	4	4	4	No	Yes...Aud	Yes
5	5	5	5	5	Yes	Yes	Yes
5	5	5	5	5	No	No	No
5	5	5	5	5	Kinem aster	No	Yes
4	4	4	4	5	Y ORGA	OBS STU	Yes
5	5	5	5	5	No	No	Yes
5	5	5	5	5	NA	No	No



5	5	5	5	5	and inform	no	No
5	5	5	5	5	e power	No	No
5	5	5	4	4	N.A	N.A	No
5	5	4	4	5	love to attend	No	No
5	5	5	5	5	NA	NA	No
5	5	5	5	4	NA	No	No
5	5	5	5	5	All topics	N.A	No
4	4	5	4	5	good sessio	No	Yes
5	5	4	4	4	-	-	No
4	4	5	5	4	g more I can	very little	No
5	5	5	5	5	No thanks	No	Yes
5	5	4	5	5	achchh a	NA	Yes
5	5	5	5	5	No	yes, obs	No
5	5	5	5	5	No	Yes	Yes
5	5	5	5	5	Video Creator	No	No
5	5	5	5	5	NO	NO	No
5	5	5	5	5	NA	NA	No

5	5	5	5	5	No	No	Yes
4	4	4	4	4	No	Not really	No
5	5	5	5	5	NO	NO	No
5	5	5	5	5	No	YES: All	Yes
5	5	5	5	5	N/A	N/A	No
5	5	5	5	5	Perfect	OBS, Go	Yes
4	4	3	3	4	-	-	No
5	5	5	5	5	was very	OBS Stu	No
5	5	5	5	5	tools like	Thinglink	Yes
5	5	5	5	5	NA	No	Yes
5	5	5	5	5	No	No	No
5	4	4	3	5	No	No	No
5	5	5	5	5	n of subtitle	Yes, will	Yes
5	5	5	5	5	NA	Yes, OBS	No
5	5	5	5	5	None	Not much	No
5	5	5	5	5	on video	PowerPo	Yes
5	5	5	5	5	Na	Na	No

5	5	5	5	5	tools are	No	No
5	5	5	5	5	ing was	Kahoots,	Yes
5	5	5	5	5	Advanced	Yes. OBS	Yes
5	5	5	5	5	-	-	No
5	5	5	5	5	NA	No	No
5	5	5	5	5	---	No	Yes
4	4	4	4	4	No	No	No
4	4	4	3	4	Not exactly	Yes. Aud	Yes
5	5	5	5	5	No.	No	No
5	5	5	5	5	audio video	No	No
5	5	5	5	5	now, I need to	No	No
5	5	5	5	5	sessions	No	No
5	5	5	5	5	N.A.	OBS	Yes
5	5	5	5	5	NA	NA	No
5	5	5	5	5	No	No	No
5	5	5	5	5	content s were	No	No
5	5	5	4	5	NA	No	No



5	5	5	5	5	OBS studio	No	No
5	5	5	5	5	No	OBS Stu	No
5	5	5	5	5	No	OBS Stu	No
5	5	5	5	5	NA	NA	No
5	5	5	4	5	explain ing and	No	No
5	5	5	5	5	topics covere	No	No
5	5	5	5	5	Na	Na	No
5	3	3	4	5	No	No	No
5	5	5	5	4	No	No	No
5	4	4	4	4	NA	No	No
4	4	4	3	3	NA	Yes,scre	Yes
5	5	5	5	5	VIDEO AND	NO	No
5	4	4	5	5	Na	Na	No

1.

















# KALINDI COLLEGE

UNIVERSITY OF DELHI  
NAAC Accredited Grade "A"



## CERTIFICATE OF COMPLETION

IS HEREBY GRANTED TO

**Dr. Manju Lata**

Assistant Professor from Department of Sanskrit of Kalindi College

TO CERTIFY COMPLETION OF HANDS-ON TRAINING SESSION ON

### E-Content Development using Basic Tools

Organized by : E- Content Development Committee, Kalindi College, University of Delhi on 27<sup>th</sup> September, 2021.

*Naina*

Prof. (Dr) Naina Hasija  
PRINCIPAL

504HD

*Shilpika*

Dr. Shilpika Bali Mehta  
CONVENOR

Report of  
Two Week Interdisciplinary Online Faculty Development Programme  
On

*“MOOC’s, E-Content Development, Research Methodology and Statistical Tools in Open Education World”*

**Department:** under the IQAC cell

**Name of the activity:** Faculty Development Programme

**Funding Agency (Internal/External) and Amount:** NA

**Name of the CONVENER:** Dr. Pankaj Kumar

**Name of the COORDINATOR:** Dr. Prempal Singh

**Date/s (-to-) and time (-to-) of activity:** 3:08:2021 to 17:08:2021

**Live Sessions:** 09: 30 am to 01: 00 pm

**Library Hours:** 02:00 pm to 03:00 pm

**Assessment and Evaluation:** 03:30 pm to 05:30 pm

**Collaborating agency if any:** Mahatma Hansraj Faculty development Centre (MHFRDC), A Centre of Ministry of Education, Govt. of India under PMMMNMTT Scheme

**Number of teachers:** 138

**Number of participants outside Kalindi College:** 62

## Attached Proofs:

### 1. Brochure:



The brochure is for a two-week interdisciplinary online faculty development programme. It features logos of the Ministry of Education, Government of India, and Kalindi College. The programme focuses on MOOCs, E-Content Development, Research Methodology, and Statistical Tools. It is organized by Kalindi College and in collaboration with Hansraj College. The Mahatma Hansraj Faculty Development Centre is the central hub, operating under the PMMMNMTT Scheme. Contact information and a registration link are provided at the bottom.

**Live Sessions**  
9:30 a.m. - 1:00 p.m.  
**August 3 -17, 2021**

**TWO WEEK INTERDISCIPLINARY  
ONLINE FACULTY DEVELOPMENT PROGRAMME ON**

**MOOC's, E-Content Development, Research Methodology  
and Statistical Tools in Open Education World**

**Organised by**

**KALINDI COLLEGE**  
(Accredited with grade 'A' by NAAC)  
University of Delhi  
under the aegis of  
Internal Quality Assurance Cell (IQAC)  
<https://www.kalindicollege.in>

**In collaboration with**

**HANSRAJ COLLEGE**  
(NAAC A+ CGPA 3.62, NIRF Rank #9)  
University of Delhi  
Mahatma Hansraj Marg, Malka Ganj, Delhi-110007  
<https://www.hansrajcollege.ac.in>

**Mahatma Hansraj Faculty Development Centre**  
(A Centre of MoE, Govt. of India under PMMMNMTT Scheme)

 [fdp.hrc@gmail.com](mailto:fdp.hrc@gmail.com)  
 [www.mhrfdc.in](http://www.mhrfdc.in)

**REGISTER HERE**  
<https://bit.ly/3Bco7CI>





2. Google Attendance Sheet of all participants if online and if offline Attendance sheet with signature of all participants: Attendance was taken online through Zoom App and out of 138 only 127 participants awarded certificates.

<b>FDP-51</b> <b>"MOOC's, E-Content Development, Research Methodology and Statistical Tools"</b> <b>organised by</b> <b>MAHATMA HANSRAJ FACULTY DEVELOPMENT CENTRE</b> <b>UNDER PANDIT MADAN MOHAN MALAVIYA MISSION ON TEACHERS AND TEACHING</b> <b>Hansraj College, University of Delhi</b> <b>3rd August - 17th August, 2021</b>			
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Department of Commerce  
University of Delhi

- **Prof. C. P. Gupta**

Professor, Department of Financial Studies  
South Campus, University of Delhi

- **Prof. Shobha Bagai**

Professor, Former Head

Cluster Innovation Centre University of Delhi

- **Prof K. Srinivas**

Head ICT & Project Management Unit

National Institute of Educational Planning and Administration (NIEPA)

(Deemed to be University)

- **Prof K. Srinivas**

Head ICT & Project Management Unit

National Institute of Educational Planning and Administration (NIEPA)

(Deemed to be University)

- **Prof. R. K. Singh**

Professor, Head, Department of Commerce

University of Delhi

- **Prof. C. S. Lalitha**

Professor, Former Head, Department of Mathematics

University of Delhi

- **Dr. Vimal Rarh**

Project Head and Joint Director, GAD TLC of MHRD, Coordinator National Resource Centre of Chemistry of MHRD

- **Mr. Uma Shankar Vatsa**

Principal Data science & Advanced Analytics

Verizon/Infosys- Jersey City,

New Jersey, USA

- **Prof Anil Kumar Goyal**

Professor, Rukumini Devi Institute of Advanced Studies

GGSIIP University, Delhi

- **Dr. Gurpreet Singh Tuteja**

Associate Professor

Department of Mathematics

Zakir Husain Delhi College

University of Delhi

- **Prof. Namita Rajput**

Former Principal & Professor, Department

of Commerce, Sri Aurobindo College,

University of Delhi

- **Prof. Tarun Kumar Das**

Former Registrar, University of Delhi & Professor,

Department of Mathematics,

University of Delhi

#### 4. Detailed Report:

The “MOOCs, E-Content Development, Research Methodology and Statistical Tools in Open Education World” a two week Faculty Development Programme (FDP) with the aim to attract and bring together experts, researchers and teachers to focus on connecting classroom teaching with applied research was organized by Kalindi College University of Delhi in collaboration with Mahatma Hansraj Faculty development Centre (MHFRDC). Project ‘Study Webs of Active Learning for Young Aspiring Minds’ (SWAYAM) provides an integrated platform and portal for online courses, using information and communication technology (ICT) and covering all higher education subjects and skill sector courses to ensure that every student benefits from learning material through ICT. SWAYAM involves development of Massive Open Online Courses (MOOC’s) compliant e- content (video and text) and building a robust IT platform.

The 21<sup>st</sup> Century is the era of the information technology, entire system especially teaching and learning process is gradually moving towards blending mode. We have seen lot of changes in teaching during past few decades; nowadays we are observing all the stakeholders of academic system are using ICT tools. We neither ignore nor resist the usages of technology in open education world. The fact is that we have to accept the usages of ICT, which is in dire need of changing academic environment. MOOCs and e- content are very useful for our new generation academicians. The Research Methodology and Statistical Tools are fulcrum of all types of research and innovation. The two Week faculty development programme was helpful for all stream teachers from sciences to Humanities. There were a total 14 speakers from esteemed organizations and 138 participants from 10 different states of India have joined in this FDP.

The main purpose of this FDP was to focus on blending of classroom & online teaching with modern research approach. FDP, programme was funded by Ministry of Education, Government of India under Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching scheme. With the aim to develop skills for effective delivery and development of e-contents through various tools to manage online classes through MOOCs two live sessions per day from 9:30 am to 1.00 pm was part of first objective. Afternoon time was fixed as per the second objective with library hours from 2.00 pm to 3.00 pm every day and assessment and evaluation from 3.30 pm to 5.30 pm every day.

For the inauguration Guest of Honour Prof. Ruchi Das, Head, Dean, Faculty of Mathematical Science University of Delhi and Chief Guest Prof. Balaram Pani, the Dean of Colleges, University of Delhi graced the occasion with their blessings and motivational words. Prof. V. Ravichandran currently working as a Professor of Mathematics at National Institute of Technology, Tiruchirappalli gave the inaugural talk on “Research Methodology” on day 1 and he also give a talk on day 2 “How to write a research paper”? Dr. Ranjana Jain currently working as Assistant Professor in the Department of Mathematics of the University of Delhi shared her knowledge with two sessions on “How to prepare E- content using various online video-making tools”. Prof. Hamendra Kumar Dangi, Department of Commerce, University of Delhi taken two session on Sentimental Analysis and Bibliometric Analysis. Prof. C. P. Gupta department of Finance, South Campus University of Delhi presented a beautiful analysis using statistical tools for sampling with two sessions.

Professor Shobha Bagai is currently working as Professor in Cluster Innovation Center University of Delhi talked about statistics in open education world. Prof K. Srinivas is a valuable resource person and delivers skill based technical sessions & lectures across the country for Faculty Development Programmes, Faculty Induction Programmes, Refresher Courses and Orientation Programmes at UGC HRDCs in many Universities in India on e-Learning, MOOCs, e-governance and Computer Applications in Project Management. Prof. K. Srinivas, the Head of ICT & Project Management Unit of National Institute of Educational Planning and Administration (NIEPA), Ministry of Education (ME) Institution shared his knowledge by taking four sessions on MOOCs.

Prof. R. K. Singh, the Head of the Department of Commerce, University of Delhi shared amazing facts on online teaching. Prof. Lalitha formerly worked as head in the Department of Mathematics at University of Delhi. She has also worked as visiting professor in Italian University in Varese. Prof. Lalitha delivered a talk on Mathematics and its application in real world. Dr. Anil Kumar Goyal, currently working as Professor in Rukumini Devi Institute of Advanced Studies, Guru Gobind Singh Indraprastha University, Delhi delivered his talk on statistical tools and factor analysis. Professor Tarun Das presently working as Professor in the Department of Mathematics, University of Delhi. He served as Registrar, University of Delhi and Joint Director, Cluster Innovation Centre, University of Delhi. His research interest includes Compactifications and Absolutes, Topological and Differentiable Dynamical Systems shared his knowledge with a very interactive session on E- content and MOOCs before valedictory session. Our Chief Guest of the valedictory day, Prof. P. C. Joshi, Vice-Chancellor of University of Delhi graced the occasion with very inspiring speech. Guest of Honour of the valedictory Prof. Suman Kundu also praised the efforts of both College and respective organising teams of FDP for Kalindi College and Hansraj College.

This event bring a platform to all distinguished speakers and faculties from different institutes. The recent and cutting-edge concepts presented within this FDP between all the participants. In a nut- shell, FDP provided a perfect atmosphere to discover new directions as well as potential applications in various fields of open education research.



## 5. Certificates of 10 participants:







## 6. Photographs with captions:



The lamp lighting by Principal Dr. Naina Hasija and Chairperson- Governing body Ms. Rajni Nagpal.



## कालिंदी व हंसराज कॉलेज ने फैकल्टी डेवलपमेंट प्रोग्राम आयोजित किया

नई दिल्ली (एसएनबी)। दिल्ली विश्वविद्यालय से संबद्ध कालिंदी कॉलेज और हंसराज कॉलेज के संयुक्त तत्वावधान में मूक, ई-कंटेंट डेवलपमेंट, रिसर्च मेथडोलॉजी एंड स्टेटिस्टिकल टूल्स इन ओपन एजुकेशन वर्ल्ड विषय पर फैकल्टी डेवलपमेंट प्रोग्राम का सफल आयोजन किया गया। इस कार्यक्रम में देश के 10 से अधिक राज्यों के प्रतिभागियों ने भाग लिया। कार्यक्रम का आयोजन कोरोना महामारी के दौर में कक्षा शिक्षण को आधुनिक तकनीक के जरिए और अधिक प्रभावी बनाने के लिए किया गया।

इस अवसर पर कालिंदी कॉलेज की प्राचार्या डॉ नैना हसीजा एवं शासी निकाय अध्यक्षा रजनी नागपाल ने दीप प्रज्ज्वलन कर कार्यक्रम का उद्घाटन किया। इस दौरान कार्यक्रम के मुख्य अतिथि दिल्ली विश्वविद्यालय के डीन ऑफ कॉलेजेस प्रो. बलराम पाणी ऑनलाइन माध्यम से कार्यक्रम में उपस्थित रहे। प्रो.पाणी ने इस फैकल्टी डेवलपमेंट प्रोग्राम को वर्तमान समय की आवश्यकता बताया। कार्यक्रम की विशिष्ट अतिथि प्रोफेसर रुचिदास ने कालिंदी कॉलेज को इस तरह के कार्यक्रम की शुरुआत करने के लिए बधाई दी। कार्यक्रम के समापन समारोह में मुख्य अतिथि दिल्ली विश्वविद्यालय के कुलपति प्रो.पीसी जोशी एवं विशिष्ट अतिथि दिल्ली विश्वविद्यालय के दक्षिण परिसर के निदेशक प्रोफेसर सुमन कुंडू ने अपने विचार रखे।



## Report of Skill Enhancement workshop

**Resource Persons**

Dr. Rachana Kumar

Dr. Pushpa Bindal

Dr. Sudha Gulati

Dr. Seema Gupta

Dr. Monika Bassi

Dr. Punita Verma

Associate Professors  
Department of Physics  
Kalindi College

**Technical Committee**

Dr. Triranjita Srivastava

Dr. Rashmi Menon

Dr. Savita Sharma

Ms. Varsha

Mr. Ankur Anand

Dr. Aravind Kumar

Dr. Majhar Ali



**Department of Physics  
&  
Internal Quality Assurance Cell (IQAC)  
Kalindi College  
(NAAC Accredited Grade 'A')  
University of Delhi**

is  
organizing

**A two Days Online Workshop for University Laboratory Staff**

**Skill Enhancement by ICT Learning in  
the Period of Online Knowledge  
Exchange**

*Date: 9-10 December, 2020  
Timings: 10:00 am to 4:00 pm*

Hurry Up!  
E-Certificate for  
Participants!  
No Registration  
Fee!

Registration Link: <https://forms.gle/ITMYVRWxSv6UV7mr9>

Special Attraction: Online quiz for participants based on 2 days learning  
1st Prize: Rs. 1000/-, 2nd Prize: Rs. 800/-, 3rd Prize: Rs. 700/-

<b>Coordinator IQAC</b> Dr. Rakhee Chauhan	<b>Co- Convener</b> Dr. Rachana Kumar	<b>Convener</b> Dr. Seema Gupta	<b>Patron</b> Dr. Anjula Bansal
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For query contact person: Mr. Ankur Anand (9811997630)      mail id: physicsdepartment@kalindi.du.ac.in

Schedule Day – 1 (December 9, 2020)		Schedule Day – 2 (December 10, 2020)	
10:00 am	Inaugural address by Dr. Seema Gupta (Convener)	10:00 am – 11:00 am	How to make PowerPoint Presentation by Dr. Rachana Kumar
10:15 am	Principal's Address	11:00 am – 12:00 pm	Working on Excel by Dr. Monika Bassi
10:20 am	Welcome Address by Dr. Rakhee Chauhan	12:00 pm – 1:00 pm	Organizing meeting through Google Meet and Zoom: Enhancing Computer Skills to use in lab by Dr. Punita Verma
10:30 am – 11:30 am	MS Word (Part 1) by Dr. Seema Gupta	1:00 pm – 1:30 pm	LUNCH BREAK
11:30 am – 12:30 pm	MS Word (Part 2) by Dr. Sudha Gulati	1:30 pm – 3:30 pm	Hands on Session
12:30 pm – 1:30 pm	Google Reservoir & Challenges by Dr. Pushpa Bindal	3:30 pm – 4:00 pm	Online Quiz Competition
1:30 pm – 2:00 pm	LUNCH BREAK	4:00 pm – 4:30 pm	Declaration of Quiz Results and Valediction Thanks by Dr. Rachana Kumar
2:00 pm – 4:00 pm	Hands on Session		

Trainers for Hands on Session: Dr. Triranjita Srivastava, Dr. Rashmi Menon, Dr. Savita Sharma, Ms. Varsha, Mr. Ankur Anand, Dr. Aravind Kumar, Dr. Majhar Ali

It is advisable to access laptop or smartphone during the workshop



## **Report of Skill Enhancement workshop**

A two days skill enhancement workshop on the topic “**Skill enhancement by ICT Learning in the period of online knowledge exchange**” was organized on 9-10 December, 2020 for the university lab staff. The workshop was organized by Physics Department in association with IQAC of Kalindi College under the convenership of Dr. Seema Gupta, T-I-C, Physics Department. Dr. Rachana Kumar was the Co-Convener and Dr. Rakhi Chauhan was the IQAC coordinator of the program. Dr. Triranjita Srivastava, Dr. Rashmi Menon, Dr. Mazhar, Dr. Aravind, Dr. Savita Sharma, Ms. Varsha and Mr. Ankur were the technical committee members and trainers for the Hands-on sessions. In total, 50 lab staff of around 20 different Colleges of University of Delhi attended the workshop. The aim of this workshop was to train the University laboratory staff for working on computers.

The workshop started with the inaugural address of Convener Dr. Seema Gupta on 9<sup>th</sup> Dec at 10am. She told the importance of ICT for everyone during this period of pandemic. This was followed by address of Principal (officiating) Dr. Punam Sachdeva. Dr. Punam Sachdeva welcomed the Participants and appreciated the efforts of Dr. Seema Gupta and congratulated the whole Physics Department for organizing this workshop. Dr. Rakhee Chauhan, IQAC coordinator also welcomed the participants and appreciated the workshop. Dr. Seema Gupta then briefed the schedule of the workshop to the participants. First day, following 3 sessions were conducted:

### **Session 1**

#### **Microsoft word –Part 1**

([https://drive.google.com/file/d/1ypiJgOykPPTzDShKNCnYUyVXI\\_63RBs/view?usp=sharing](https://drive.google.com/file/d/1ypiJgOykPPTzDShKNCnYUyVXI_63RBs/view?usp=sharing))

**Resource person: Dr. Seema Gupta, Associate Professor, Physics Department, Kalindi College**

Dr. Seema Gupta introduced Microsoft word. She explained the working on Microsoft word in technical and easy manner. She told all the basic points to work on Microsoft word- Creating a folder, saving a document, print, writing application, preparation of report, adding colors, list of items etc.

### **Session 2**

#### **Microsoft word-Part 2**

([https://drive.google.com/file/d/1fou6\\_99vqR-vQavXgSfNynHJJgQvJ2H3/view?usp=sharing](https://drive.google.com/file/d/1fou6_99vqR-vQavXgSfNynHJJgQvJ2H3/view?usp=sharing))

**Resource person: Dr. Sudha Gulati, Associate Professor, Physics Department, Kalindi College**

Dr. Sudha Gulati presented more advanced features of Microsoft word. Making tables, drawing, plotting graph, adding video, mathematical symbols, equations etc. was explained by her. She also told about giving dictation to the computer.

### **Session 3**

#### **Google reservoir and Challenges**

**(<https://drive.google.com/file/d/1Q7rjThiMJQCfzuMURpxdBW74PXo-fvJj/view?usp=sharing>)**

**Resource person: Dr. Pushpa Bindal, Associate Professor, Physics Department, Kalindi College**

Dr. Pushpa Bindal talked about Google reservoir. She explained How to create google account, your own Google mail ID, technical points of Google mail. She also told about using Google search engine.

After lunch break, **Hands on sessions** were organized. Participants were divided into 3 groups on different Google meets. Each group had two trainers. An assignment was given to all participants based on first day learning. Two hours were given to do that assignment. Trainers helped and guided the participants to do assignments.

**Day 2, 10<sup>th</sup> Dec**

### **Session 4**

#### **How to make power point presentation**

**([https://drive.google.com/file/d/1RXUI74eh56-d3qS\\_zgqUDRoe1xYzZbu9/view?usp=sharing](https://drive.google.com/file/d/1RXUI74eh56-d3qS_zgqUDRoe1xYzZbu9/view?usp=sharing))**

**Resource person: Dr. Rachana Kumar, Associate Professor, Physics Department, Kalindi College**

Dr. Rachana Kumar started her talk with the importance of making power point presentation. She explained all technical points to make an effective presentation slide templates, writing on slides, animation effects, making your slide colorful, adding pictures, graphs, tables and videos on your slide etc.

### **Session 5**

#### **Working on Excel Sheets**

<https://drive.google.com/file/d/1y7lSC0MzgDcb5DCqBokBnQUOZJDlStdv/view?usp=sharing>

**Resource person: Dr. Monika Bassi, Associate Professor, Physics Department, Kalindi College**

Dr. Monika Bassi introduced the working on Excel sheets to the participants. She explained how to create spread sheets, concept of rows and columns, feeding data, mathematical calculations and plotting of different types of graphs using excel sheet, etc.

### **Session 6**

**Google meet, Zoom, Enhancing skills to use in lab**

<https://drive.google.com/file/d/1yrWOj7nnm794fSOyKc0ZSkCPCvBCdn4P/view?usp=sharing>

**Resource person: Dr. Punita Verma, Associate Professor, Physics Department, Kalindi College**

Dr. Punita Verma primarily talked about the effective management of laboratories using ICT. She explained how to save all lab information in Google drive so that it can be accessed easily any point of the time- Cataloguing, numbering of apparatus, almirahs, details of instruments etc. She also told about creating Google forms and provided information of Google meet and zoom later.

After lunch break, **two hours hands on session** was conducted. Assignment based on the day 2 learning was given. Trainers guided all 3 group to solve the assignment on their respective Google meets.

After Hands on session, an **online quiz competition** was organized for the participants. Quiz was based on two days learning in the program. Three winners were selected.

First prize: Rs. 1000: Mamta Sachdeva , Kalindi college

Second Prize: Rs. 800: Asha, Kalindi College

Third prize: Rs.700: Himanshu, Hindu college



**Valedictory session:** Dr. Seema Gupta briefed the experiences of two day's workshop. She appreciated the efforts of resource persons, trainers and enthusiasm of participants. Prizes of quiz winners were announced. Participants were asked to fill an online feedback form. Some of the participants also shared their views about the workshop.

The work shop was a huge success. It was highly appreciated by all the participants. They requested the organizers to conduct such workshops more frequently in future.

E-certificates will be mailed to all the participants along with the video recording of all sessions for their future reference.

The program ended with a vote of thanks by Dr. Rachana Kumar, Co-Convener of the webinar. She thanked Principal Maam, resource persons, trainers and technical committee.

Formal closure of the program is followed by group pictures.

Physics Department is presenting

10:06 AM

Department of Physics  
&  
Internal Quality Assurance Cell (IQAC)  
Kullu College  
(Autonomous Grade IV)  
University of Delhi  
is organizing  
A two Days Online Workshop for University Laboratory Staff

**Skill Enhancement by ICT Learning in the Period of Online Knowledge Exchange**

Date: 9-10 December, 2020  
Time: 10:00 am to 4:00 pm

Principal (Officiating)  
Dr. Purnim Sachdeva

Convener  
Dr. Seema Gupta

Co-Convener  
Dr. Rachana Kumar

IQAC Coordinator  
Dr. Rakhee Chaudhan

Physics Department has stopped recording. The recording will be saved to Physics Department's Google Drive and linked in Calendar.

Seema Gupta

Vinod Kumar

RAJNIKANT

Monika Bansi

Rachana Kumar

Mr. Ankur Anand

Physics Department

Asha Khattwal

amr kumar

Physics Department is presenting

10:06 AM

Technical Committee

Dr. Rashmi Menon

Dr. Majhar Ali

Dr. Anavind Kumar

Dr. Trilanjita Srivastava

Mr. Ankur Anand

Dr. Savita Sharma

Ms. Varsha

Physics Department has stopped recording. The recording will be saved to Physics Department's Google Drive and linked in Calendar.

Seema Gupta

Vinod Kumar

RAJNIKANT

Monika Bansi

Rachana Kumar

Mr. Ankur Anand

Physics Department

Asha Khattwal

amr kumar



10:05

VoWiFi LTE1 VoWiFi LTE2 85%



Skill Enhancement b...



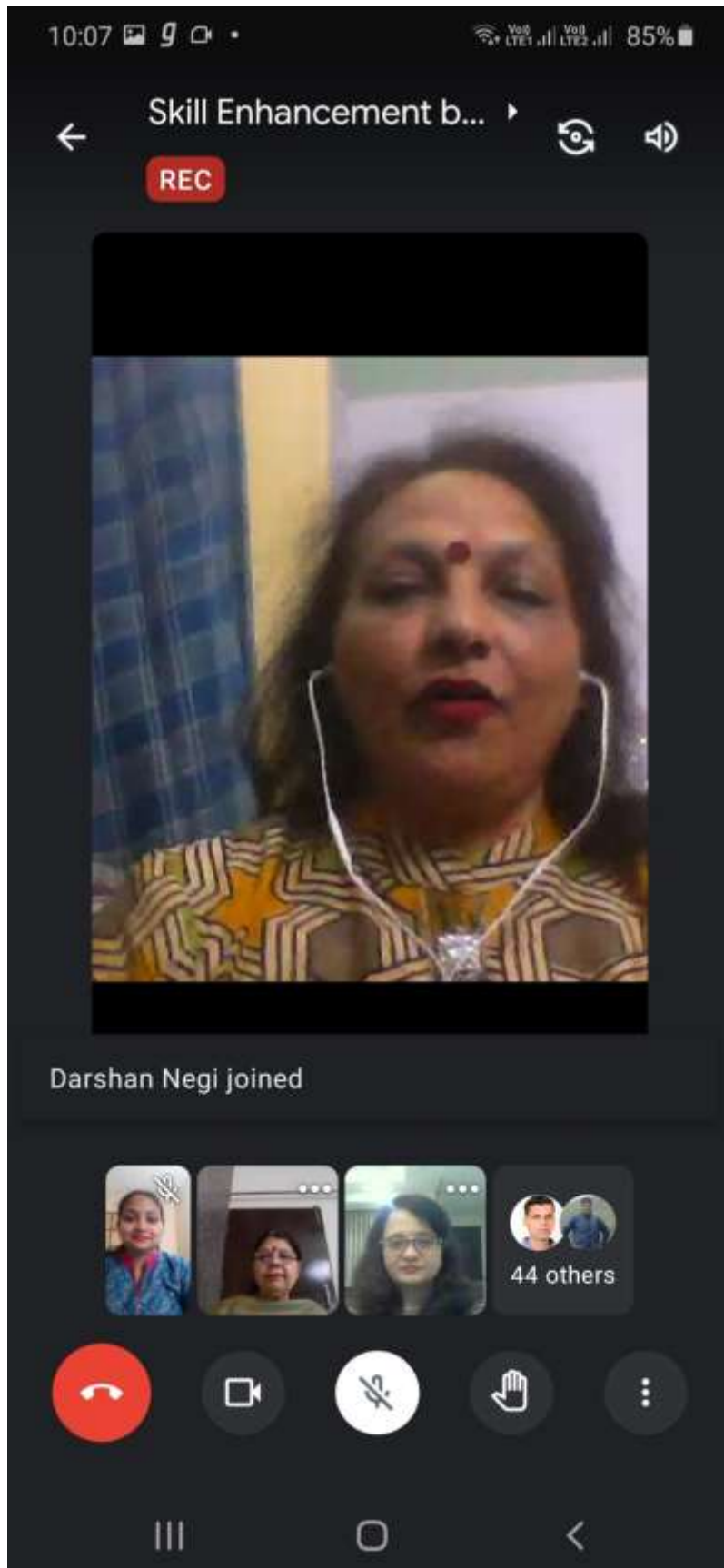
REC



... Poonam Sachdeva



44 others





REC

S Seema Gupta is presenting

## Paragraph writing

- Left Align Text
- Center Align Text
- Right Align Text
- Justify Align Text
- Column Align

Use Ruler to align the Paragraph text

Radhakrishna...

Shashi Dhar M...

Seema Gupta

Sunil

Abhishek Tiwari

Rajender kumar

Ajit Kumar

Meeting details

People (43)

Chat

S Seema Gupta	+	...
S Seema Gupta (Presentation)	25	...
S Shashi Dhar Mehta	45	...
S Shish Kumar	45	...
S Sonu Kumar	45	...
S Sonu Shah	45	...
S Sujata Gultal	45	...
S Sunil Nigarkoti	45	...
S Vinay Bhushan	45	...
S Vinod tiwari	45	...
S Yash Pal	45	...
S Yashraj Balgohar	45	...

REC

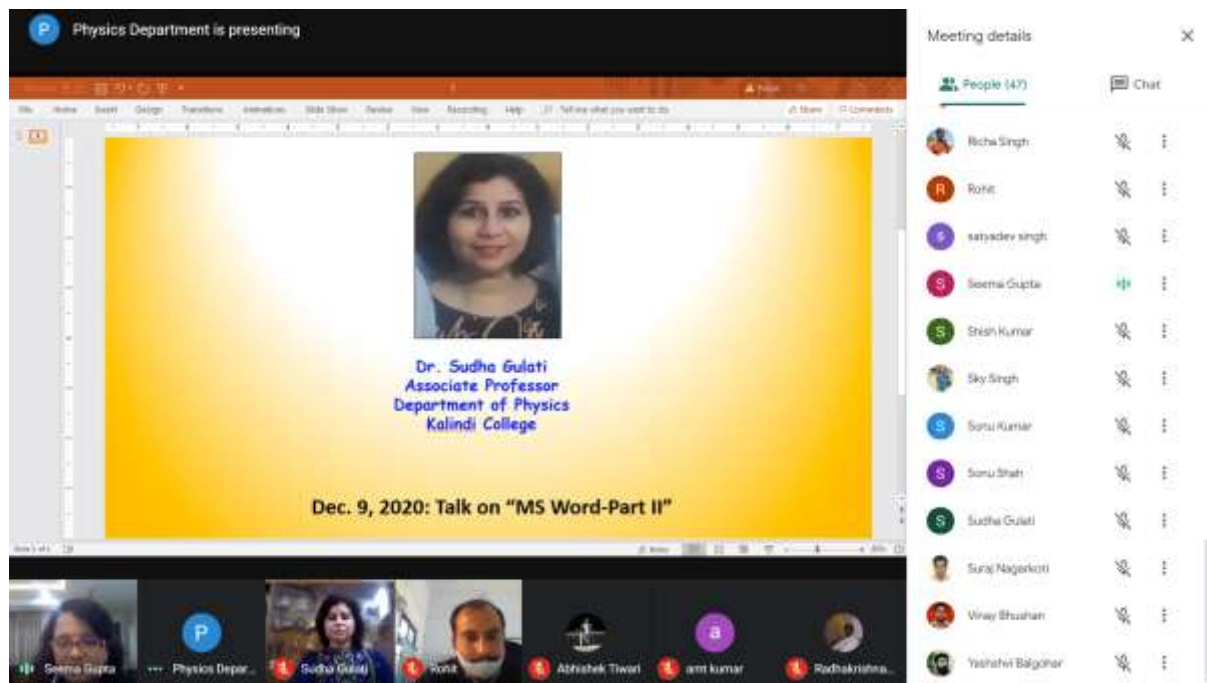
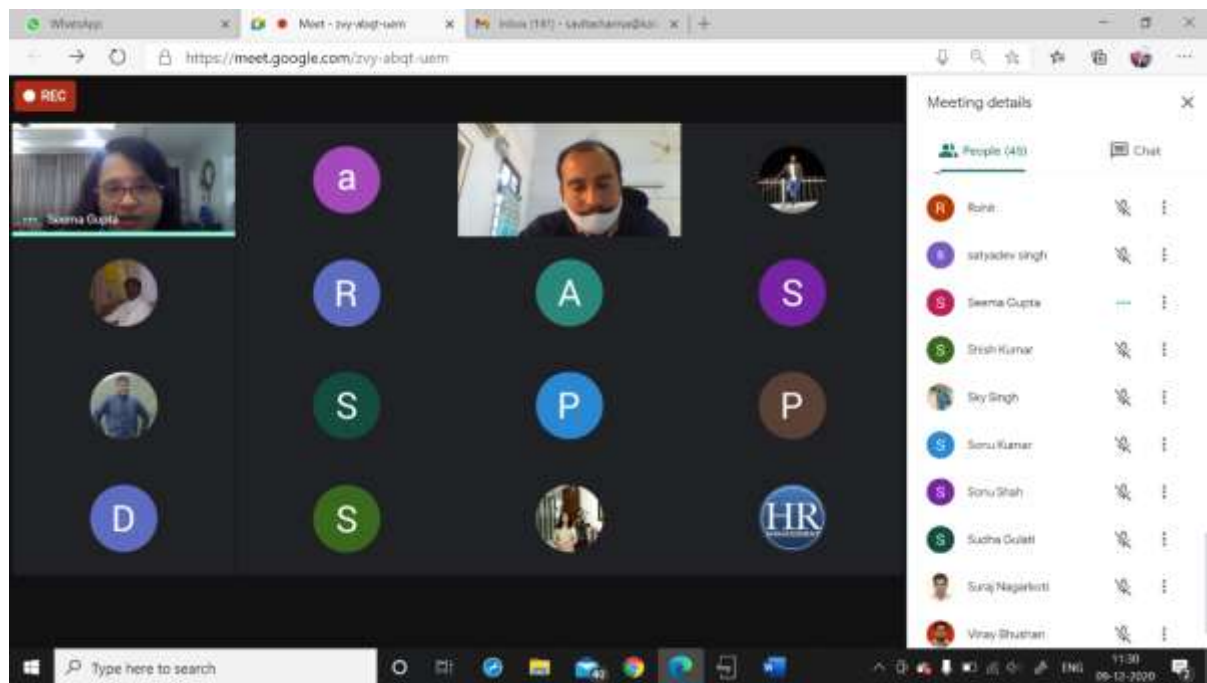
S Seema Gupta is presenting

Meeting details

People (43)

Chat

S Seema Gupta	+	...
S Seema Gupta (Presentation)	25	...
S Shashi Dhar Mehta	45	...
S Shish Kumar	45	...
S Sonu Kumar	45	...
S Sonu Shah	45	...
S Sujata Gultal	45	...
S Sunil Nigarkoti	45	...
S Vinay Bhushan	45	...
S Vinod tiwari	45	...
S Yash Pal	45	...
S Yashraj Balgohar	45	...







REC S Sudha Gulati is presenting

Equations

Insert Symbols

Insert video

Cover page for the report

Screenshot of important document in the file in MS word and how to use key PrtSc.

Draw Table

To give dictation to computer and computer will type on its own

Insert Blank page

Monika Basal Sudha Gulati Rohit Alkshay Tiwari Seema Gupta Physics Depar... and kumar

Meeting details

People (44)

Chat

raakesh yadav

Rohit

satyadev singh

Seema Gupta

Shashi Dhar Mehta

Sky Singh

Sonu Kumar

Sonu Shah

Sudha Gulati

Sudha Gulati Presentation

Sunaj Nagerkoti

Vinay Bhushan

REC S Sudha Gulati is presenting

File Home Insert Layout References Mailings View Tools Help Tell me what you want to do

Richa Singh

Rohit

satyadev singh

Seema Gupta

Shashi Dhar Mehta

Sky Singh

Sonu Kumar

Sonu Shah

Sudha Gulati

Sudha Gulati Presentation

Sunaj Nagerkoti

Vinay Bhushan

REC S Sudha Gulati is presenting

File Home Insert Layout References Mailings Review View Help Design Format Tell me what you want to do

Chart Title

CHART TITLE

Bar chart showing data for three categories (Cat 1, Cat 2, Cat 3) across three series (Series 1, Series 2, Series 3).

Abhishek Tiwari, Sudha Gulati, Vinod Tiwari, Monika Bansi, Rohit, Seema Gupta, Ajit Kumar

Meeting details

People (49)

Chat

Rajinder kumar, nakesh yadav, Rohit, satyadev singh, Seema Gupta, Shashi Dhar Mehta, Shashi Kumar, Sky Singh, Sonu Kumar, Sonu Shah, Sudha Gulati, Sudha Gulati Presentation

S Sudha Gulati is presenting

YOU ARE PRESENTING TO EVERYONE

You're presenting to everyone

Stop presenting

Sky Singh, what do you want to do

12:31 PM

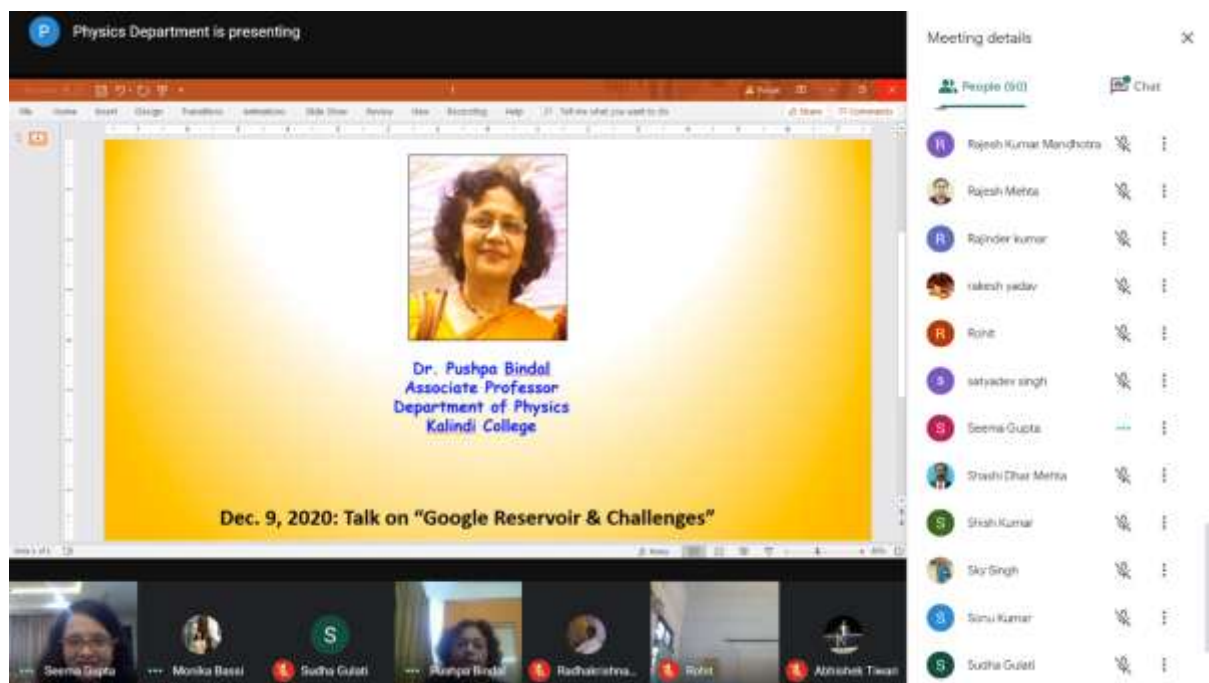
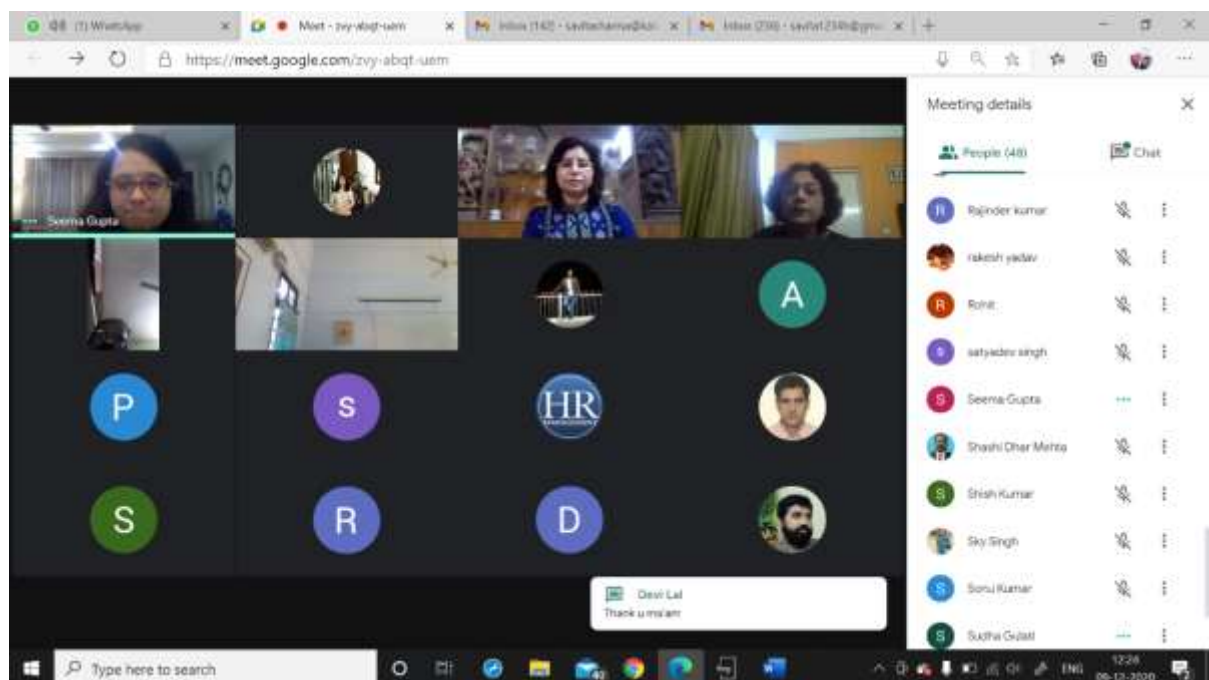
Abhishek Tiwari, Sudha Gulati, Rishika Boudi, Monika Bansi, Rohit, Seema Gupta, Radhika Boudi

Meeting details

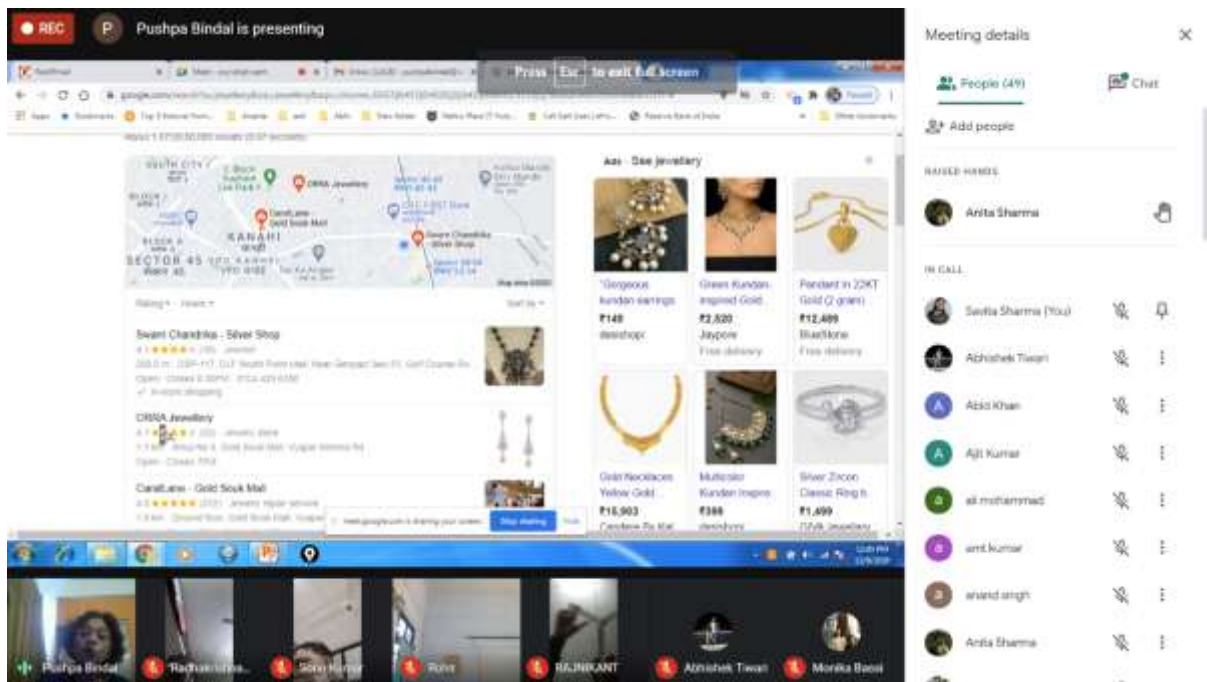
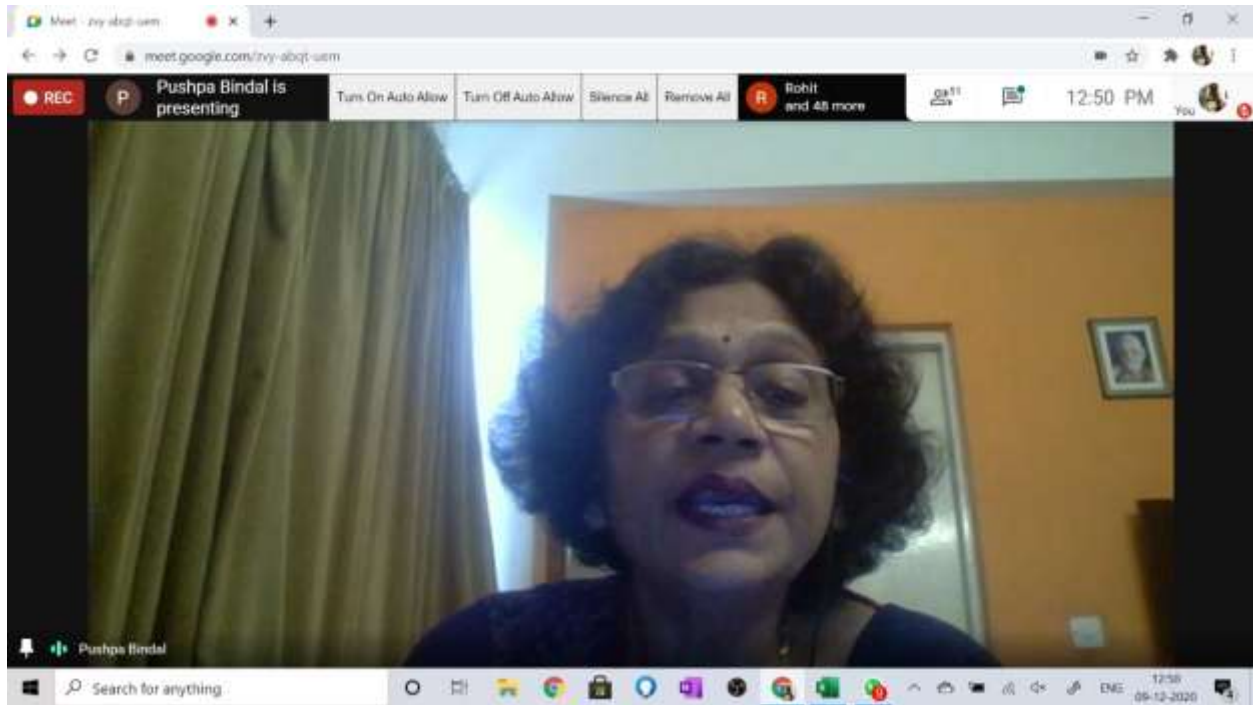
People (44)

Chat

Rajinder kumar, nakesh yadav, Rohit, satyadev singh, Seema Gupta, Shashi Dhar Mehta, Sky Singh, Sonu Kumar, Sudha Gulati, Sudha Gulati Presentation, Sunej Nigamkoti, Vinay Bhushan









REC P Pushpa Bindal is presenting

Create your Google Account

First name: Pushpa Last name: Bindal

Username: pushpa.bindal@gmail.com Password: [REDACTED]

Available: [REDACTED] [REDACTED] [REDACTED]

Use my current email address instead

Next

Google is creating your account

Pushpa Bindal Rachakrishna... [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]

Meeting details

People (9/9)

Chat

Add people

RAISED HANDS

Amita Sharma

IN CALL

Savita Sharma (You)

Akhilash Tiwari

Abhis Khan

Ajit Kumar

amr kumar

amr kumar

anand singh

Amita Sharma

Physics Department is presenting

Meeting link for hands on Services

https://meet.google.com/ufu-ufu-ufu

S.No.	Name	College/Institute
41.	Anand Singh	Indira College
42.	Joseph Kumar Arora	Indira College
43.	Aravind Kumar	Indira College
44.	Aravind	Indira College
45.	Aravind Kumar	Indira College
46.	Aravind Kumar	Indira College
47.	Aravind Kumar	Indira College
48.	Aravind Kumar	Indira College
49.	Aravind Kumar	Indira College
50.	Aravind Kumar	Indira College
51.	Aravind Kumar	Indira College
52.	Aravind Kumar	Indira College
53.	Aravind Kumar	Indira College
54.	Aravind Kumar	Indira College
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63.	Aravind Kumar	Indira College
64.	Aravind Kumar	Indira College

Support PDF

Aravind Kumar PDF

Convert PDF file to Word or Word Online

Select PDF file

Aravind Kumar PDF

Convert to:

Microsoft Word (.docx)

Document Language

English (US) (Change)

Create, edit and sign PDF

Signatures

Sign

Seema Gupta Barmahal D... Physics Depart... Radhakrishna... [REDACTED] [REDACTED] [REDACTED] [REDACTED]

Meeting details

People (9/9)

Chat

Add people

RAISED HANDS

Amita Sharma

IN CALL

Savita Sharma (You)

Akhilash Tiwari

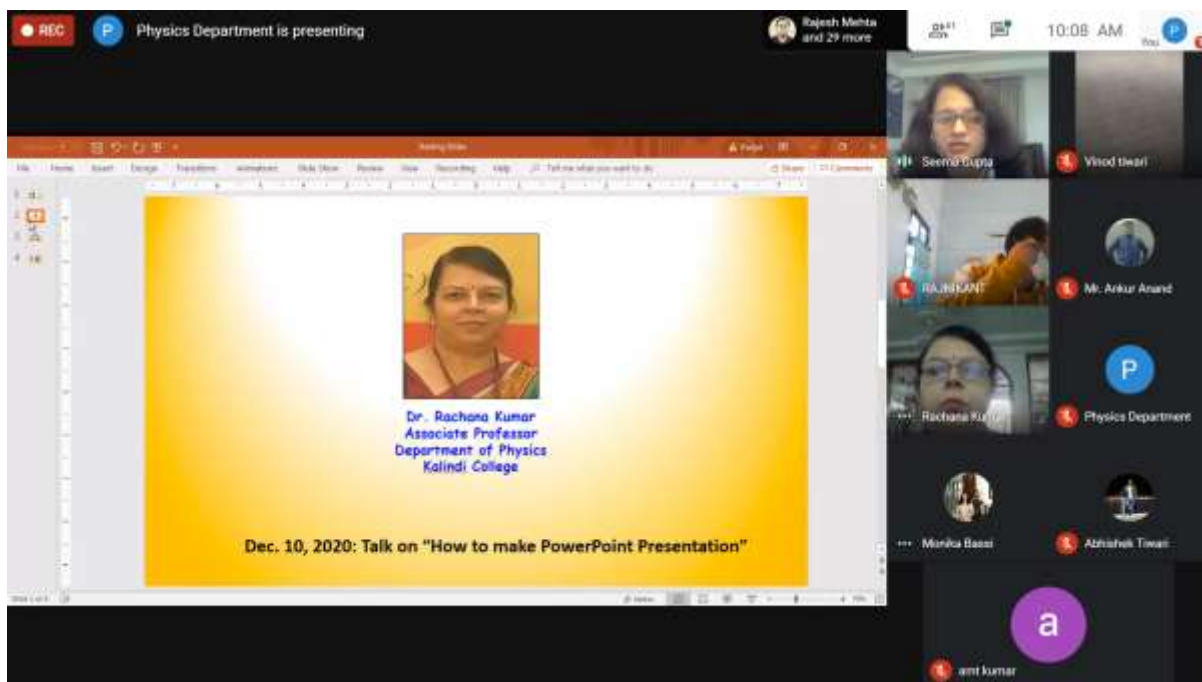
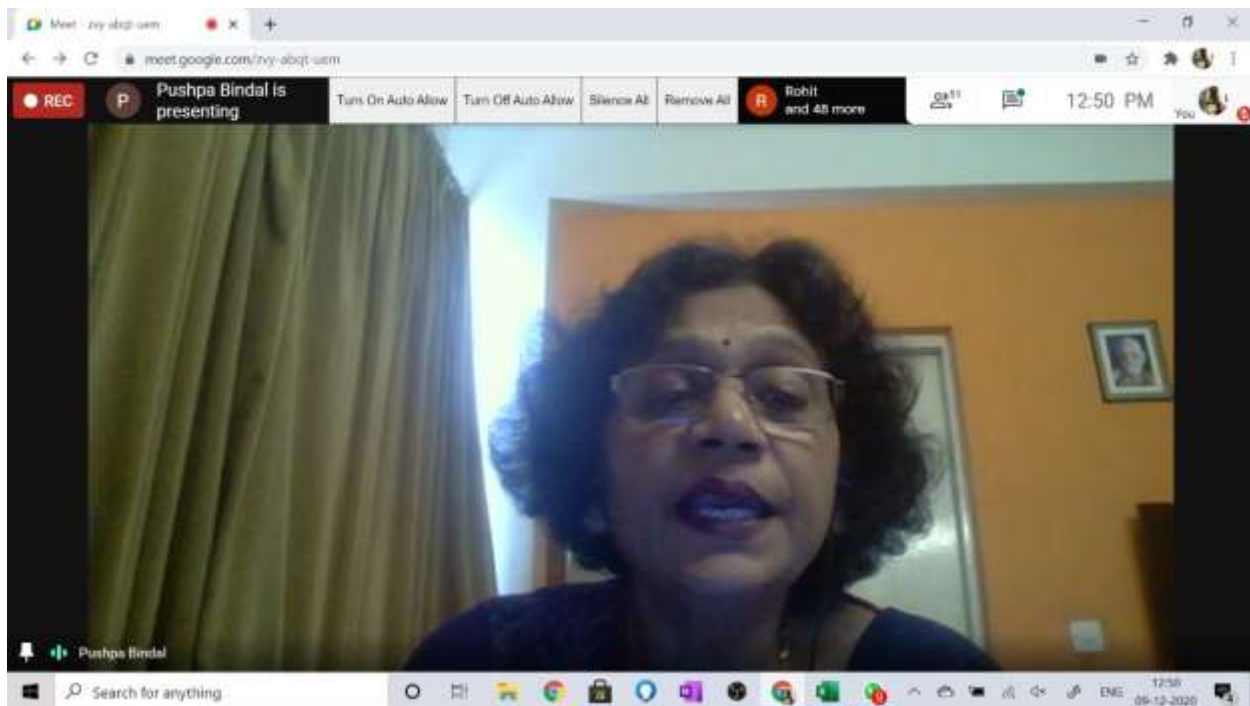
Abhis Khan

Ajit Kumar

amr kumar

amr kumar

anand singh



REC R Rachana Kumar is presenting R Rishi Malik and 28 more 10:11 AM

Press Esc to exit full screen

PowerPoint Presentation, 9-10 December, 2020

**Skill Enhancement for ICT Learning**

Dr Rachana Kumar, Associate Professor, Department of Physics, Kalindi College (University of Delhi)

Click to add notes

Meet Google Meet is sharing your screen

Stop sharing

Vinay Bhushan has left the meeting

Rachana Kumar

Seema Gupta

Abhishek Tiwari

Vinod tiwari

and kumar

Monika Basal

Physics Department

Asha Khoshtwal

REC R Rachana Kumar is presenting Suraj Nagarkoti and 37 more 10:12 AM

Press Esc to exit full screen

Rachana Kumar









REC R Rachana Kumar is presenting

# Skill Enhancement for ICT Learning

PowerPoint Presentation, 9-10 December, 2020

Dr Rachana Kumar,  
Associate Professor, Department of Physics,  
Kalindi College (University of Delhi)

Rachana Kumar Seema Gupta Nareesh Kumar Barnabas Duns... nakesh yadav Vinod tiwari Abhishek Tiwari

Skill Enhancement by ICT Learnin... X

People (90)

Chat

Let everyone send messages

10:44 AM  
SURAJ SINGH HINDU COLLEGE

10:45 AM  
ABHISHEK TIWARI, PG.D.A.V. COLLEGE

10:45 AM  
Atish Kumar Tiwari, Acharya Narendra Dev College

10:46 AM  
DEVI LAL ( Lady Irwin College )

10:46 AM  
Nikita Dhaka (Rajdhani College)

10:47 AM  
Everyone please keep yourself mute to avoid disturbance

10:47 AM  
Rajesh Chopra(Rajdhani College)

10:51 AM  
Dev Prakash Pandey A.R.S.D College

Send a message to everyone

REC

S R

Seema Gupta Rachana Kumar

Monika Bansi

Presentation (Monika Bansi)

nakesh yadav Vinod tiwari

Abhishek Tiwari Barnabas Duns...

Skill Enhancement by ICT Learnin... X

People (48)

Chat

Let everyone send messages

10:44 AM  
SURAJ SINGH HINDU COLLEGE

10:45 AM  
ABHISHEK TIWARI, PG.D.A.V. COLLEGE

10:45 AM  
Atish Kumar Tiwari, Acharya Narendra Dev College

10:46 AM  
DEVI LAL ( Lady Irwin College )

10:46 AM  
Nikita Dhaka (Rajdhani College)

10:47 AM  
Everyone please keep yourself mute to avoid disturbance

10:47 AM  
Rajesh Chopra(Rajdhani College)

10:51 AM  
Dev Prakash Pandey A.R.S.D College

Send a message to everyone

REC Monika Bassi is presenting

Working on Excel

By: Dr. Monika Bassi  
Associate Professor  
Department of Physics  
Kalindi College

Monika Bassi, Seema Gupta, nishesh yodha, Vinod Swari, Abhishek Tiwari, Barnabas Dun...

Skill Enhancement by ICT Learning...

People (48) Chat

Let everyone send messages

Deep Singh 10:44 AM  
SURAJ SINGH HINDU COLLEGE

Abhishek Tiwari 10:45 AM  
ABHISHEK TIWARI, PG D.A.V. COLLEGE

anish tiwari 10:45 AM  
Anish Kumar Tiwari, Acharya Narendra Dev College

Dev Lal 10:46 AM  
DEV LAL ( Lady Irwin College )

Nikita Dhaka 10:48 AM  
Nikita Dhaka (Rajdhani College)

You 10:49 AM  
Everyone please keep yourself mute to avoid disturbance

nishesh chopra 10:49 AM  
Rajesh Chopra(Rajdhani College)

dev pandey 10:51 AM  
Dev Prakash Pandey A.R.S.D College

Send a message to everyone

REC Monika Bassi is presenting

# Objective

After completing this Session, you will be able to:

- Identify the components of a spreadsheet.
- Enter data into a spreadsheet.
- Perform basic mathematical tasks in a spreadsheet.
- Perform Conditional formatting
- Insert / Delete : Rows/ Columns
- Handle important Home tab Options
- To Filter Data
- To Sort Data
- Insert charts in a spreadsheet
- Save a Spreadsheet
- Printing a spreadsheet.

Working on "Skill Enhancement by ICT Learning in the period of Online Knowledge Exchange", 10th December 2020 by Dr. Monika Bassi

Monika Bassi, Seema Gupta, nishesh yodha, Vinod Swari, Abhishek Tiwari, Barnabas Dun...

Skill Enhancement by ICT Learning...

People (48) Chat

HIMANSHU verma

iqbal singh

Mamta sachdeva

Master Ali

Monika Bassi

Monika Bassi (Moderator)

Mr Ankur Arand

Nitin Himalayan

Physics Department

Pooja Bindal

Rachana Kumar

Radhakrishnan saravanan

nishesh yodha

REC Monika Bassi is presenting Skill Enhancement by ICT Learning...

## Overview of Spreadsheet Programs

Worksheet on "Skill Enhancement by ICT Learning in the period of Online Knowledge Exchange", 10th December 2020 by Dr. Monika Bassi

Monika Bassi, Seema Gupta, nishesh yadav, Vinod Tiwari, Abhishek Tiwari, Barnabas Dun..., RAJNIRMIT

People (47) Chat

- HIMANSHU verma
- qbal singh
- Mazhar Ali
- Monika Bassi
- Monika Bassi Presentation
- Mr. Ankur Anand
- Nitin Hemakyan
- Physics Department
- Pushpa Sindal
- Rachana Kumar
- Radhakrishnan saravanan
- rajesh chopra
- Rajesh Kumar Bhattacharya

REC Monika Bassi is presenting Anita Sharma and 95 more 11:15 AM

## Examples of Range Names

C3:E10

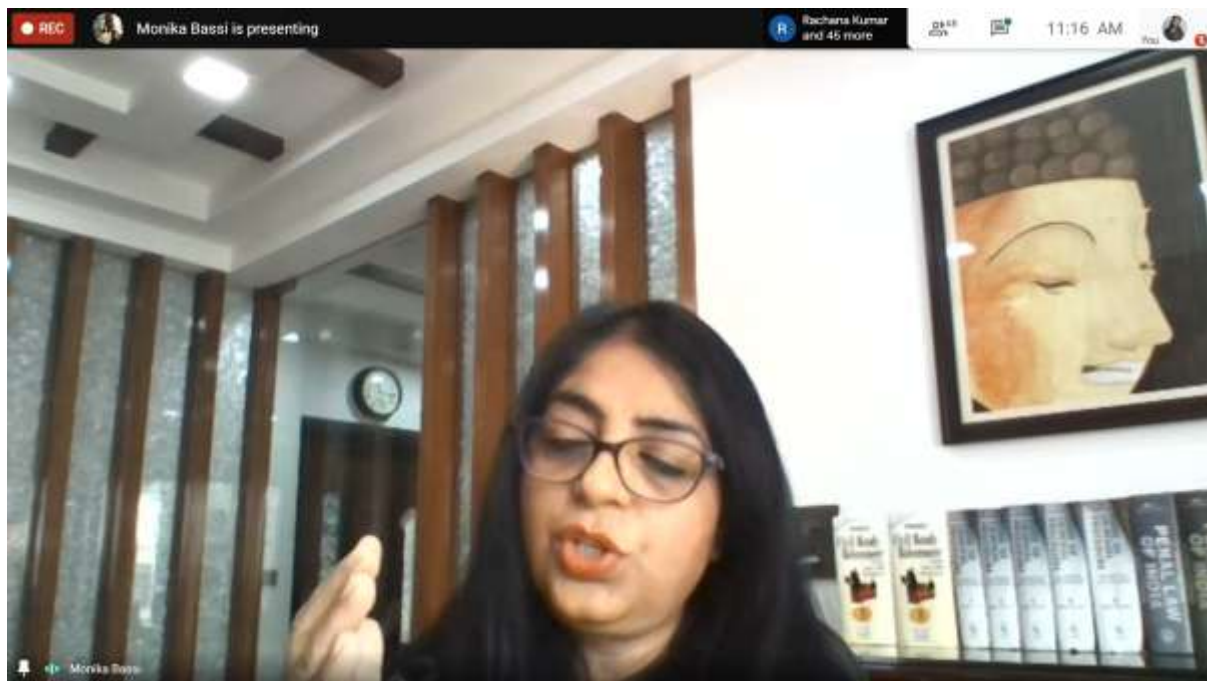
B2:B5

B3:E3

Worksheet on "Skill Enhancement by ICT Learning in the period of Online Knowledge Exchange", 10th December 2020 by Dr. Monika Bassi

Monika Bassi

A, M, B





WhatsApp Meet: zyx-4baj-um Meet Attendance 12/10/2020

meet.google.com/zyx-4baj-um

REC Punita verma is presenting Radhakrishnan sarav... and 33 more 12:24 PM

5. No. Name of the appa Model N Name of com Cost of app Order plac Appar Apparatus c Kept in Written off on

1	2	3	4	5	6	7	8	9	10

Between MICROSOFT WORD and XCEL, it is better to use Xcel for all laboratory related tables as the Different sheets/ tables can be linked easily, this avoids mistakes and errors.

Microsoft Word tables should be used when we intend to only store some facts which will not change easily and easily.

Punita verma

B S i R

12:24 10-12-2020

WhatsApp Meet: zyx-4baj-um

meet.google.com/zyx-4baj-um

REC Punita verma is presenting Vinay Bhushan and 39 more 12:24 PM

2 Cataloguing for placing the apparatus in laboratories

Different types of apparatus in laboratories: **FIX DIFFERENT CATEGORIES!**

```

graph TD
    Root((Different types of apparatus in laboratories: FIX DIFFERENT CATEGORIES!))
    Root --- Acids
    Root --- Indicators_dyes[Indicators/ dyes]
    Root --- Botany_Zoology_Chemistry[Botany/ Zoology/ Chemistry]
    Root --- Miscellaneous[Miscellaneous items]
    Root --- Instruments
    Root --- Bases
    Root --- Miscellaneous_Items[Miscellaneous items]
    Root --- CRO'S
    Root --- Physics_Electronics[Physics/ Electronics]
    Root --- METERS
    Root --- Mechanical_apparatus[Mechanical apparatus]
    Root --- Full_apparatus_boxes[Full apparatus boxes]
  
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Punita verma

rakesh yadav

Akhilesh Tiwari

Vinod Tiwari

Manoj Sachdeva

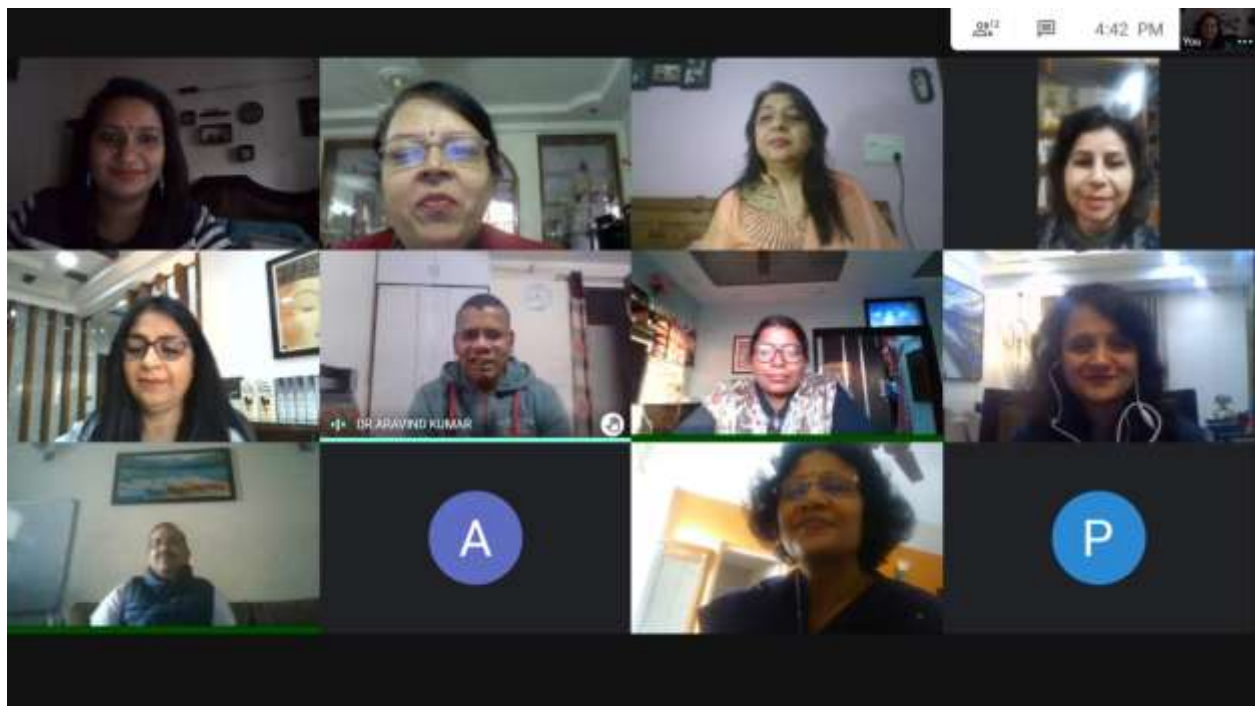
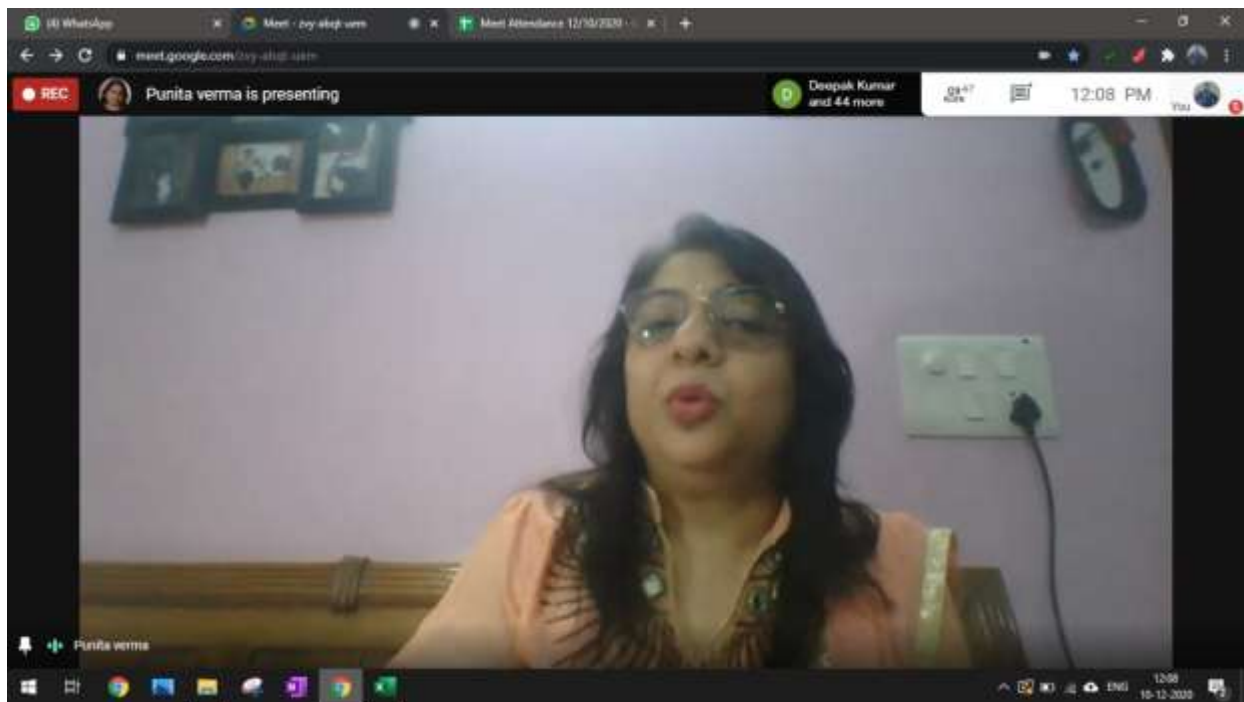
Seema Gupta

Meeting details

raise hand turn on captions Punita verma is presenting

12:24 10-12-2020





## Feedback from participants

Name	College/Institute	Was the workshop beneficial for you?	Are you interested to attend more sessions like this?	Any Suggestions?
YASHSHVI BALGOHAR	KALINDI COLLEGE	Yes	Yes	
ABHISHEK TIWARI	P.G.D.A.V COLLEGE	Yes	Yes	
Ajit Kumar	Hans Raj College	Yes	Yes	
Mamta Sachdeva	Kalindi College	Yes	Yes	It should be at least for 5 days
RAJNIKANT	ST STEPHEN'S COLLEGE	Yes	Yes	
Abid khan	Ramjas College	Yes	Yes	Very usefull for our
Rajveer Yadav	Rajdhani College	Yes	Yes	Everything was really good every teacher hepls us to learn with ease
Rajesh Chopra	Rajdhani College	Yes	Yes	Everything was perfect. Gained A lot of knowledge
Ali mohammad	Dyal Singh College	Yes	Yes	
Asha Khantwal	Kalindi College	Yes	Yes	full package. needs no suggestion.very interactive
MOHD BILAL	Kalindi college	Yes	Yes	Everything was good
Anita Sharma	Ramlal Anand college DU.	Yes	Yes	minimum one week ka session ho to bhut accha hoga
DEVI LAL	Lady Irwin College, Sikandra Road New Delhi - 1	Yes	Yes	Time period is less so plz extend the time period. Thank you so much for valuable knowledge.
Barnabas Dungdung	Maharaja Agrasen College	Yes	Yes	I want workshop/Training every year for Delhi University Emloyee.
Atlesh kumar Tanwar	Acharya Narendra Dev College	Yes	Yes	1 week Program & with advance technology pl.
Nikita Dhaka	Rajdhani College	Yes	Yes	
Rakesh Yadav	Kalindi College	Yes	Yes	
RAJESH KUMAR MEHTA	VALLABHBHAI PATEL CHEST INSTITUTE	Yes	Yes	MORES SUCH PROGRAM.
RICHA SINGH	Deshbandhu college	Yes	Yes	Best wishes
Rajesh Kumar	Kalindi college university of Delhi	Yes	Yes	
Yashpal	Kalindi College	Yes	Yes	Good Workshop
RAJINDER KUMAR	KALINDI COLLAGE	Yes	Yes	

ANOOP Singh	KALINDI COLLEGE DELHI UNIVERSITY	Yes	Yes	Must be a little longer
SHISH KUMAR	Kalindi College, University of Delhi	Yes	Yes	This workshop was very good, full of excitement, achievement and enthusiasm that inspired us to move towards success in life. I thank you very much to the entire family of Kalindi College, who organized such webinars with such hard work and dedication. Mostly thanks to the Principal Mam Dr. Poonam Sachdeva who gave permission to do webinars with such good subjects and I also thanks to all those people who had respect for the college & the Principal, like: - DR. Sudha Gulati mam, Dr. Monika mam, Dr. Punita Verma mam, Dr. Savita Sharma Mam, Dr. Rashmi Menon Mam, Dr. Triranjita Mam, Dr. Arvind and Dr, Ankur Anand Sir too.
SHASHI DHAR MEHTA	Vallabhbhai Patel Chest Institute ,University of Delhi ,Delhi	Yes	Yes	NA
Himanshu Verma	Hindu college	Yes	Yes	
DEVA SINGH	Ram Lal Anand College	Yes	Yes	it was very informative. thanks to all IQAC team, Members of Physics deptt.
Lalta Prasad pal	Shivaji College University of Delhi	Yes	Yes	No thanks
R. SARAVANAN	Dyal Singh College	Yes	Yes	It was a useful for us. It would be even better to give be similar training
AMIT KUMAR	DEPARTMENT OF PHYSICS & ASTROPHYSICS, UNIVERSITY OF DELHI	Yes	Yes	
SH.SONU KUMAR	Kalindi College ( D.U.)	Yes	Yes	Good Workshop Physics Department
SURJEET SINGH	Ram Lal Anand College	Yes	Yes	No
Rajkumar Saroha	ARSD.COLLEGE. D.U	Yes	Yes	Sunder webinar

#### Attendance of both the days

S.No.	NAME	COLLEGE
1.	ABHISHEK TIWARI	P.G.D.A.V College
2.	ABID KHAN	Ramjas College
3.	Ajit kumar	Hansraj College
4.	Ali Mohammad	DYAL SINGH COLLEGE

5.	AMIT KUMAR	DEPARTMENT OF PHYSICS,du
6.	Anand Ram Arya	Kalindi college
7.	Anand Singh Bisht	Kalindi college
8.	Anita Sharma	Ramlal Anand College DU.
9.	ANOOP SINGH	KALINDI COLLEGE
10.	Asha khantwal	Kalindi college
11.	Atlesh Kumar Tanwar	Acharya Narendra Dev College
12.	Balvir Singh Yadav	Hindu College
13.	BARNABAS DUNG DUNG	MAHARAJA AGRASEN COLLEGE
14.	Brij Kumar	Deshbandhu College
15.	Darshan Singh Negi	Shaheed Rajguru College
16.	Deepak Kumar Arora	Kalindi College
17.	Dev Prakash Pandey	A.R.S.D College
18.	DEVA SINGH	Ram Lal Anand College, Du
19.	DEVI LAL	Lady Irwin College
20.	Dinesh Kandpal	Hansraj College
21.	Gagandip singh	deshbandhu college(du
22.	Himanshu verma	Hindu college
23.	Iqbal Singh	Dyal Singh College
24.	Lalta Prasad pal	Shivaji College University of Delhi
25.	Mamta Sachdeva	Kalindi college
26.	Naresh Kumar	Kamala Nehru College
27.	Nikita Dhaka	Rajdhani college
28.	Nitin kumar	Kalindi College
29.	R. SARAVANAN	Dyal Singh College
30.	Raj Kumar	University of Delhi
31.	Rajat Shukla	Hindu college
32.	Rajesh Chopra	Rajdhani College
33.	Rajesh Kumar	Kalindi College University of Delhi
34.	Rajesh Kumar Mehta	Vallabhbhai Patel Chest Institut
35.	Rajinder kumar	Kalindi collage
36.	RAJNIKANT	St Stephens college
37.	Rajveer Yadav	Rajdhani College Delhi University
38.	RAKESH YADAV	Kalindi College
39.	RICHA SINGH	Deshbandhu college
40.	Rohit malik	Hindu college d.u
41.	SATYADEV SiINGH	Maitreyi College
42.	Sh.Sonu Kumar	Kalindi College (D.U)
43.	Shashi Dhar Mehta	V.P.Chest Institute
44.	SHISH KUMAR	KALINDI COLLEGE
45.	Sonu kumar sah gond	Lady irwin college
46.	SURAJ SINGH	Hindu College
47.	SURJEET SINGH	Ram Lal Anand College
48.	Vinay Bhushan Kumar	Kalindi College
49.	VINOD KUMAR TIWARI	MAHARAJA AGRASEN COLLEGE
50.	YASHSHVI BALGOHAR	Kalindi College

**Department of Computer Science**  
**And**  
**Internal Quality Assurance Cell (IQAC)**  
**Kalindi College**  
**organised**  
**One week FDP (ONLINE)**  
**On**  
**“Moving Towards New Normal with Effective Online Teaching”**  
**From**  
**1<sup>st</sup> December 2020 to 7<sup>th</sup> December 2020**  
**In Collaboration with**  
**Mahatma Hansraj Faculty Development Centre (MHRFDC)**  
**(A Centre of MoE under PMMMNMTT Scheme)**  
**Hansraj College**  
**(NAAC A+ CGPA 3.62, NIRF Rank #9)**  
**University of Delhi Delhi -110007**

**Chief Patron : Dr. Anjula Bansal, Principal**  
**Convener : Dr. Nidhi Arora & Dr. Rakhee Chauhan**  
**Members: Dr. Reena Jain, Ms. Arokia Ramya**



## Introduction

The present scenarios of covid-19 has put forward various challenges in front of our teaching fraternity but on the other hand given us motivation as well as enthusiasm to upgrade our teaching pedagogies in order to cater to online teaching learning needs. The FDP “Moving Towards New Normal through Effective Online Teaching” is our endeavour in this direction. This FDP was aimed at helping our teaching fraternity for adapting to various technologies required for effective online teaching learning in a smooth manner. This event brought together distinguished speakers and faculties from different institutes. The FDP Programme included plenary lectures, contributed hand-on practice on various online teaching tools and developing attractive online e-content which is the need of the hour. This event provided an excellent forum to discover the cutting-edge directions of recent trends in E-Content development and also enable teachers to develop and propose MOOC courses with recognized educational bodies, which is essential part of career advancement of teachers in Universities across India.

### Learning Outcomes of the Programme

1. Learning to Use various Online Teaching and Assessment tools.
2. Learning Video recording, editing tools and Voice Lectures Tools.
3. Effective usage of Google services for content dissemination.
4. Learning online content preparation and dissemination tools.
5. Going Live tools, Live online teaching tools.

### **Motivation : Aim for Blended Learning**

As teachers , Blended learning is a new term and need of the hour. Its challenging yet has given us opportunity to make ourself better than yesterday and future ready. Oxford Dictionary defines Blended Learning as “a style of education in which students learn via electronic and online media as well as traditional face-to-face teaching.” Defining hybrid or blended education is a trickier task than one might think—opinions vary wildly on the matter. In a report on the merits and potential of blended education, the Sloan Consortium defined hybrid courses as those that **“integrate online with traditional face-to-face class activities in a planned, pedagogically valuable manner.”**

Through these 7 days training sessions, we left no stone unturned to introduce you all to new techniques which should be incorporated in our class room teaching so as to move towards blended teaching-learning, where both the stakeholders that is teacher as well as students are accountable and not only teachers. The blended mode empower everyone and make teaching learning a shared responsibility among teachers as well as students.

With this motive, the FDP started with total 136 registrations, 6 days of intense training including activities and assessments. We had total 7 resource persons who were renowned experts in this area. The 116 participants who attended the FDP, belonged not only from universities of Delhi but also from all over India.

### Inaugural Session

Date & Time: 1st December, 2020 Tuesday & 9:30 am - 10:00 am

Coordinator: Dr. Reena Jain & Ms. Arokia Ramya

Short description about event:

The Faculty Development Programme on “Moving Towards New Normal with Effective Online Teaching” was inaugurated on December 1, 2020 organized by the Department of Computer Science and IQAC of the Kalindi College in collaboration with Mahatma Hansraj Faculty Development Centre of Hansraj College. The event was commenced by the welcome note of the Officiating Principal, Dr. Poonam Sachdeva of the Kalindi College. She motivated all the participants with her words of wisdom. After her speech, the Convenors of the event Dr. Rakhi Chauhan who is also the Head of IQAC of the Kalindi College and Dr. Nidhi Arora who is also Teacher-In Charge of the Computer Science department of the Kalindi College welcomed the participants. The attendees were briefed about the guidelines to be followed during the seven day FDP.

### 1<sup>st</sup> Day 1<sup>st</sup> Session Report

Topic name: **Building the Competencies of Teacher in Online Teaching**

Keynote Speaker: Prof K Srinivas, NIEPA, New Delhi

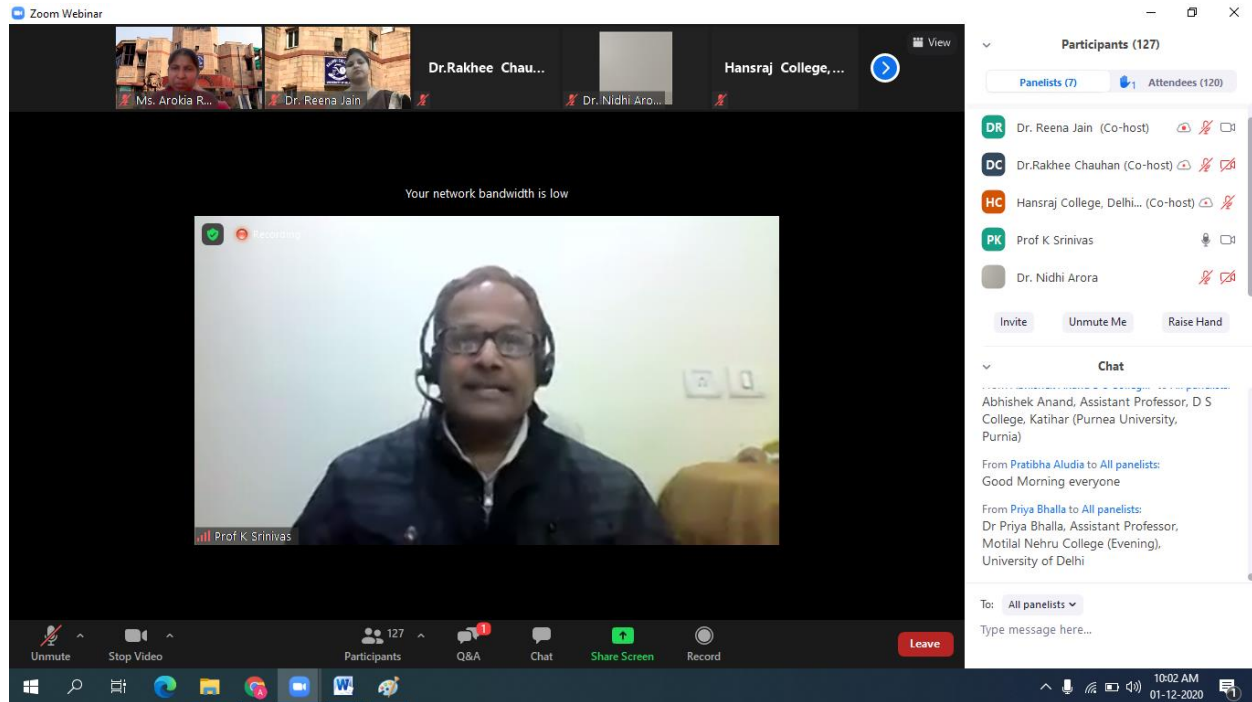
Date & Time: 1st December, 2020 Tuesday & 10:00 am - 11:30 am

Coordinator: Ms. Arokia Ramya

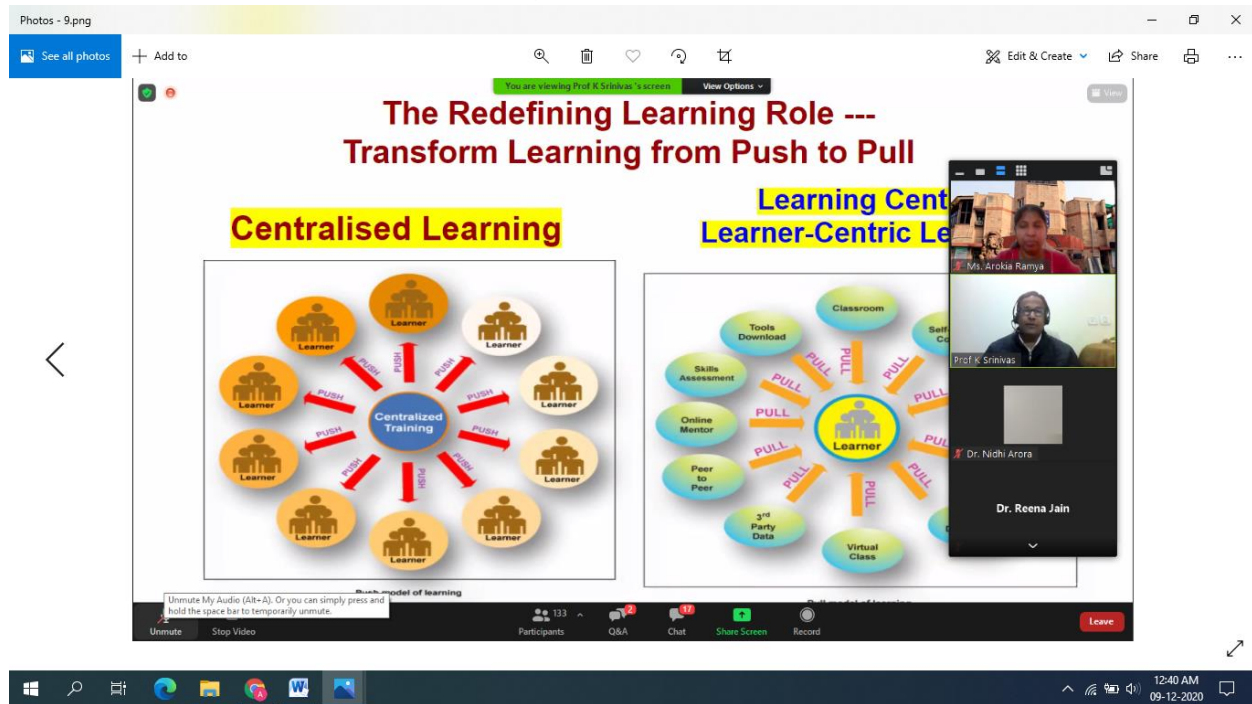
Short description about event:

Prof. K. Srinivas is the first keynote speaker of the FDP. He is working as the Head of ICT & Project Management Unit of National Institute of Educational Planning and Administration (NIEPA), Ministry of Education Institution in New Delhi and has been utilizing Open Source ICT Tools and Technologies in Teaching, Learning and Student Evaluation since 1990. The resource person started the session with the note that Technology is a tool to help the teaching fraternity and Technology cannot replace the teacher. He emphasized the importance of the Learner centric Learning environment in the Information age, especially in the corona pandemic period and how it differs from Centralised centric learning. The difference between traditional classroom and flipped classroom was well explained. The step by step process of creating a flipped classroom using four quadrant Instructional design of MOOCs namely e-Tutorial, e-Content, Assignment, Discussion Forum was discussed in detail. The competencies of online classroom can be achieved by hands-on exposure to e-Resources, computer hardware and managing the software. The ICT initiatives such as NDL, Swayam, e-PGPathshala, Fossee were well elucidated. The

queries in the Q&A section were taken by the resource person and the corresponding answers were given immediately. It was a very interactive session.



: Prof K Srinivas, NIEPA, New Delhi



## 1<sup>st</sup> Day 2<sup>nd</sup> Session Report

Topic name: **Getting acquainted with Google services -Google Drive, Google form, Google slide, Google website**

Keynote Speaker: Dr. Nidhi Arora, Assistant Professor, Department of Computer Science, Kalindi college

Date & Time: 1st December, 2020 Tuesday & 12:00 noon - 1:30 pm

Coordinator: Dr. Reena Jain

Short description about event:

The events started at sharp 12 o'clock. Dr. Nidhi Arora was the resource person for this session. She is currently teaching as well holding the office of head of the Department of Computer Science, Kalindi College, University of Delhi. She has been a member of the board of technical programme Committee of some very reputed international conferences. The speaker explained the services provided by Google such as Google Drive, Google form, Google slide, Google website, Google docs and Google spreadsheets etc. one by one. Each and every topic was explained in detail not only theoretically but practical hands-on sessions were also conducted for each application. Many features of these services like voice typing, word cloud website creation with many tabs and many more were discussed by the resource person, which are useful in daily life and are of great importance as an instructor, researcher and knowledge seekers. The session was highly informative, engaging and interesting. The participants learned with enjoyment. The chat box full of compliments and praises evident the event. Participants were very happy after learning that they can create their own website just by following some simple steps. Each and every question asked by participants was answered immediately and very calmly. Approximately 130 participants had attended the session. It was a very lively session. Some small activities were also assigned at the end of the session to the participants for fun and for giving them better hands on practice. It was a very fruitful session.

This screenshot shows a Zoom Webinar interface. The main screen displays a presentation slide with the title "Getting acquainted with Google Services" and the subtitle "FDP 1st DEC '20 – DAY 1 – SESSION 2". The slide features various Google service icons including Drive, Sites, Forms, Docs, Slides, Sheets, Gmail, Google Groups, Scholar, YouTube, Google Photos, and Google Classroom. The presenter's name, Dr. Nidhi Arora, is visible in the top right corner of the slide. The Zoom interface includes a top bar with participant information and a bottom bar with controls like Unmute, Stop Video, and a Participants list showing 108 attendees.

: *Dr. Nidhi Arora, on Google Service*

This screenshot shows a Zoom Webinar interface displaying a presentation slide titled "Nidhi Arora Site". The slide features a profile picture of Dr. Nidhi Arora and her designation as "Assistant Professor, Department of Computer Science, Kalindi College, University of Delhi". It also lists her qualifications, including a Ph.D. in Computer Science from the University of Delhi, an M.Phil. in Computer Science, and a B.Sc. in Computer Science. The Zoom interface includes a top bar with participant information and a bottom bar with controls like Unmute, Stop Video, and a Participants list showing 125 attendees.



## 2<sup>nd</sup> Day 1<sup>st</sup> Session Report

Topic name: **Managing E- Content through Google Class Room**

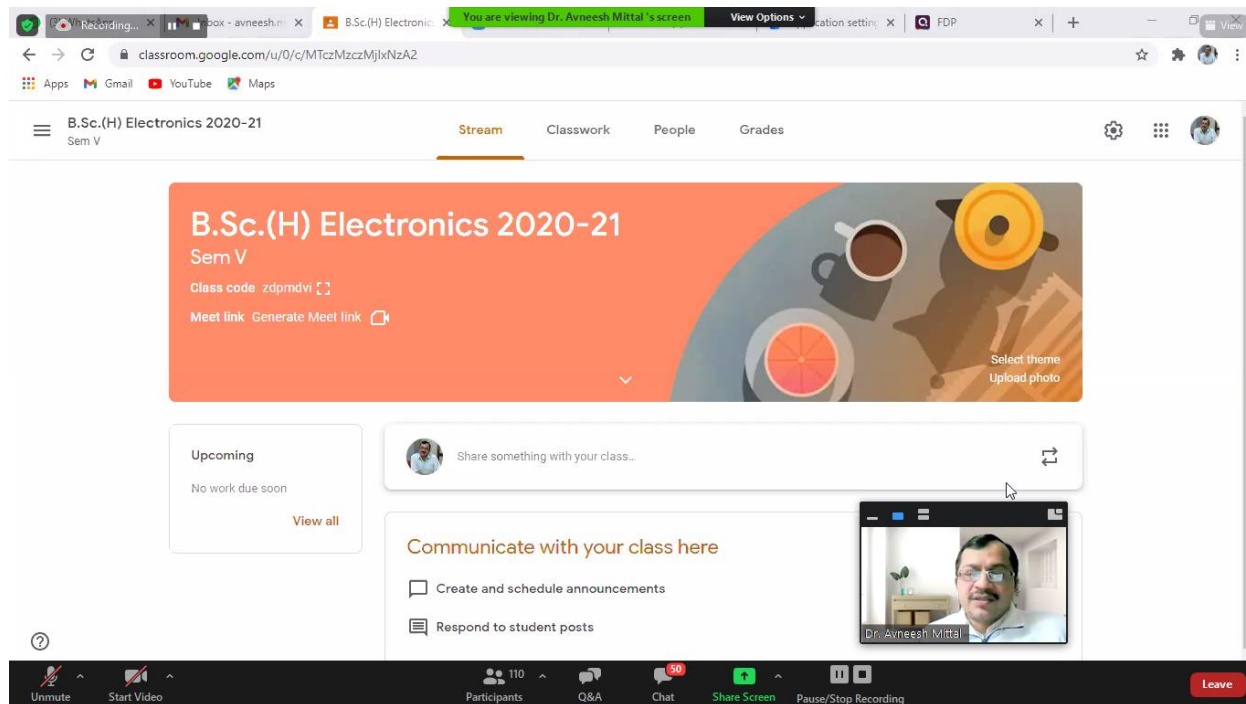
Keynote Speaker: Dr Avneesh Mittal, Department of Electronics, Bhaskaracharya College of Applied Sciences, University of Delhi

Date & Time: 2nd December, 2020 Tuesday & 10:00 am - 11:30 am

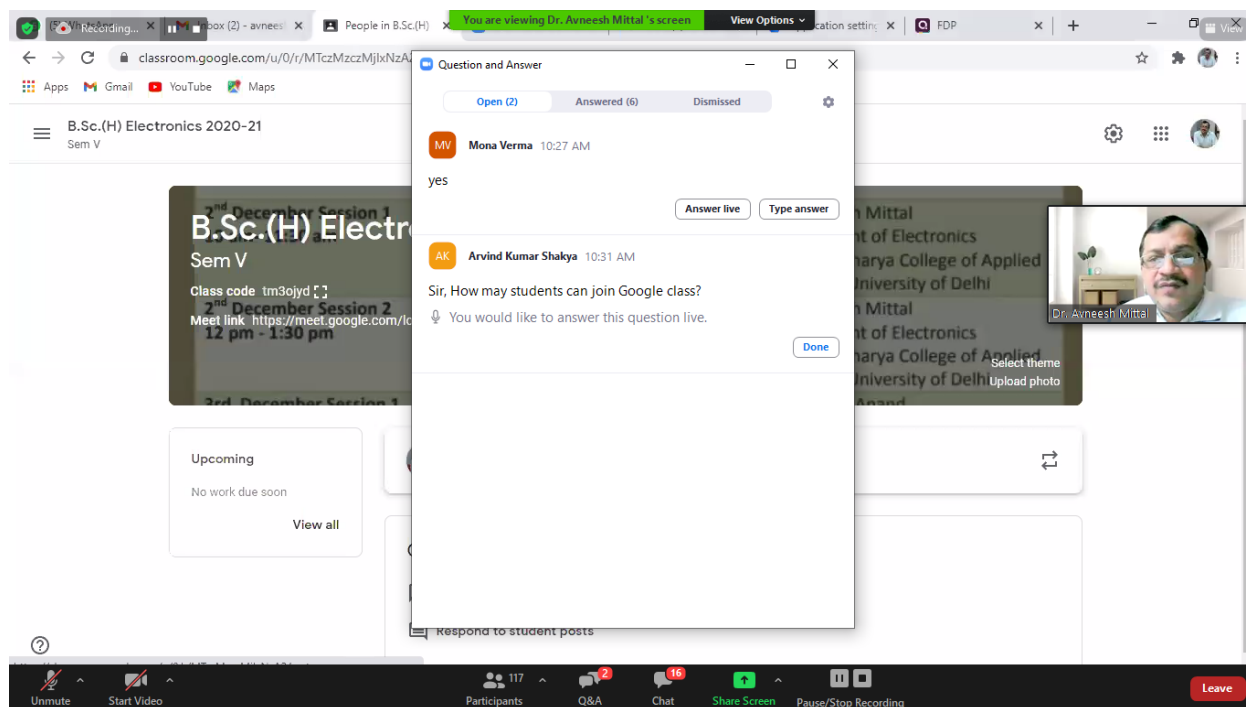
Coordinator: Dr. Nidhi Arora

Short description about event:

Dr. Avneesh Mittal is the keynote speaker of the second day of FDP . He is working as Assistant Professor in the Department of Electronics at Bhaskaracharya College of Applied Sciences, University of Delhi and has conducted various workshops on Moodle, GeM, Google Apps. The resource person explained how to manage e-content with the students belonging to the same class through Google Classroom. The step by step process of creating a Google Classroom and adding the students to the Google classroom by sharing the class code was well explained. The class setting was discussed in detail by the speaker. Many features of the Google Classroom were described elaborately. The different types of classworks in the Google Classroom namely Assignment, Question, Material were illustrated. The query in the Q&A section such as the maximum number of students allowed in the Google classroom was taken by the resource person and the answers were given immediately. It was a very lively session.



: *Dr Avneesh Mittal*



## 2<sup>nd</sup> Day 2<sup>nd</sup> Session Report

Topic name: **Managing Assignment & Assessment through Google Class Room**

Keynote Speaker: Dr Avneesh Mittal, Department of Electronics, Bhaskaracharya College of Applied Sciences, University of Delhi

Date & Time: 2nd December, 2020 Tuesday & 12:00 noon - 1:30 pm

Coordinator: Dr. Reena Jain

Short description about event:

In the second session of the day, The speaker Dr. Avneesh Mittal explained in detail, how assignments and assessments of students can be managed well through Google classroom. Step by step , he explained that, how assignments can be created in GoogleClassroom. The distinct features available for creating assignments such as multi criterion rubric was discussed. The new sites were discussed to create different types of internal assessments such as quizizz.com for creating different types of quiz . The steps for creating google form for different types of questions was discussed in detail. Participants were also very keen to know, so they bombarded the speaker with series of questions, which he answered very calmly and patiently.

**Assignment of Interpolation** Due Dec 10, 9:00 AM

Posted 12:13 PM (Edited 12:21 PM)

All Q are mandatory

0 Turned in 0 Assigned

Rubric: 3 criteria • 30 pts

Numerical\_Methods\_Pro... PDF

View assignment

**Unit 2: Interpolation**

**Chat**

From Arti Bhatnagar to All panelists:  
Dr. Arti Bhatnagar  
Assistant Professor  
Guru Ram Dass college of Education,  
Delhi

From Dr. Ishpal Rawal to All panelists:  
Dr. Ishpal, Assistant Professor, Kiroi  
Mal college, DU  
attendance for second session

From DR POOJA GUPTA to All panelists:  
Dr Pooja Gupta, Assistant Professor,  
Ramjas College, University of Delhi

From seema Sahdev to All panelists:  
Dr. Seema Sahdev Associate Professor  
Department of Geography kalinda  
College

From SHRIVANI SHARMA to All panelists:  
SHIVANI SHARMA, RESEARCH  
SCHOLAR, AMITY UNIVERSITY JAIPUR

From Ambili O's to All panelists:  
AMBILI O'S  
Assistant Professor  
Kannur University Teacher Education  
Center Dharmasala Kannur

From Dr. Jitender kumar to All panelists:  
yes sir

From Dr.Chandra Kanta Samal to All panelists:  
It is visible.

To: All panelists

Type message here...

### *Managing Assignment & Assessment through Google Class Room*

**Create a quiz**

1. Name this quiz  
Quiz name

2. Choose relevant subjects

Mathematics English Physics Chemistry Biology  
Science Computers Geography World Languages  
History Social Studies Physical Ed Arts Fun  
Professional Development More...

Cancel Next

**Participants (120)**

Panelists (5) Attendees (115)

Q Search

0061eb10  
AA Abhishek Anand, D S College, Kathihar  
AO Ambili O's  
A Ammbika  
AK Anil Kumar V.

Lower All Hands

**Chat**

From manisha rajeev to All panelists:  
DR. MANISHA TOMAR,  
ASSISTANT PROFESSOR, DEPARTMENT  
OF JOURNALISM, KALINDI COLLEGE,  
UNIVERSITY OF DELHI

From Dr. k vandana rani to All panelists:  
black patch...

From Dr. Y. P. Khosa, University of ... to All panelists:  
Dr. Yogender Pal Khosa, Assistant  
Professor, University of Delhi South  
Campus

To: All panelists

Type message here...

### 3<sup>rd</sup> Day 1<sup>st</sup> Session Report

Topic name: **Video Recording/Editing and Channel Maintenance for E-Content and Live Teaching**

Keynote Speaker: Mr. Ankur Anand, Department of Physics, Kalindi College, University of Delhi

Date & Time: 3rd December, 2020 Tuesday & 10:00 am - 11:30 am

Coordinator: Ms. Arokia Ramya

Short description about event:

Ankur Anand is the keynote speaker of the third day FDP . He is working as Assistant Professor in the Department of Physics in Kalindi College and has conducted various workshops on teaching using IT tools. He discussed the two ways of screen recording with a laptop using XBOX and OBS Studio. The difference between XBOX and OBS Studio was well elucidated. The step by step process of creating a customised E-content and managing live teaching classroom in YouTube and Google drive was discussed in detail. The queries in the Q&A section were taken by the resource person and the corresponding answers were given immediately. It was a very interactive session.

USING PEN TABLET AND LAPTOP

Diagram of a pulley system with masses and tensions. The diagram shows a pulley system with a 1 kg mass on the left and a 3 kg mass on the right. The tension in the string is labeled as  $2T$  and  $T$ . The acceleration of the 1 kg mass is  $a_0$  (up) and the acceleration of the 3 kg mass is  $a_0 - a$  (down). The net force on the 3 kg mass is  $20N$  (down).

Equations:

$$30 - T = 3(a_0 + a)$$
$$(2k)$$
$$T - 20 = 2(a_0 - a)$$
$$10 = 3a_0 + 3a + 2a_0 - 2a$$
$$10 = 5a_0 - a$$

From Dr. Ishpal Rawal to All Panelists

Dr. Ishpal, Assistant Professor, Kirori Mal College, University of Delhi

Mr. Ankur Anand

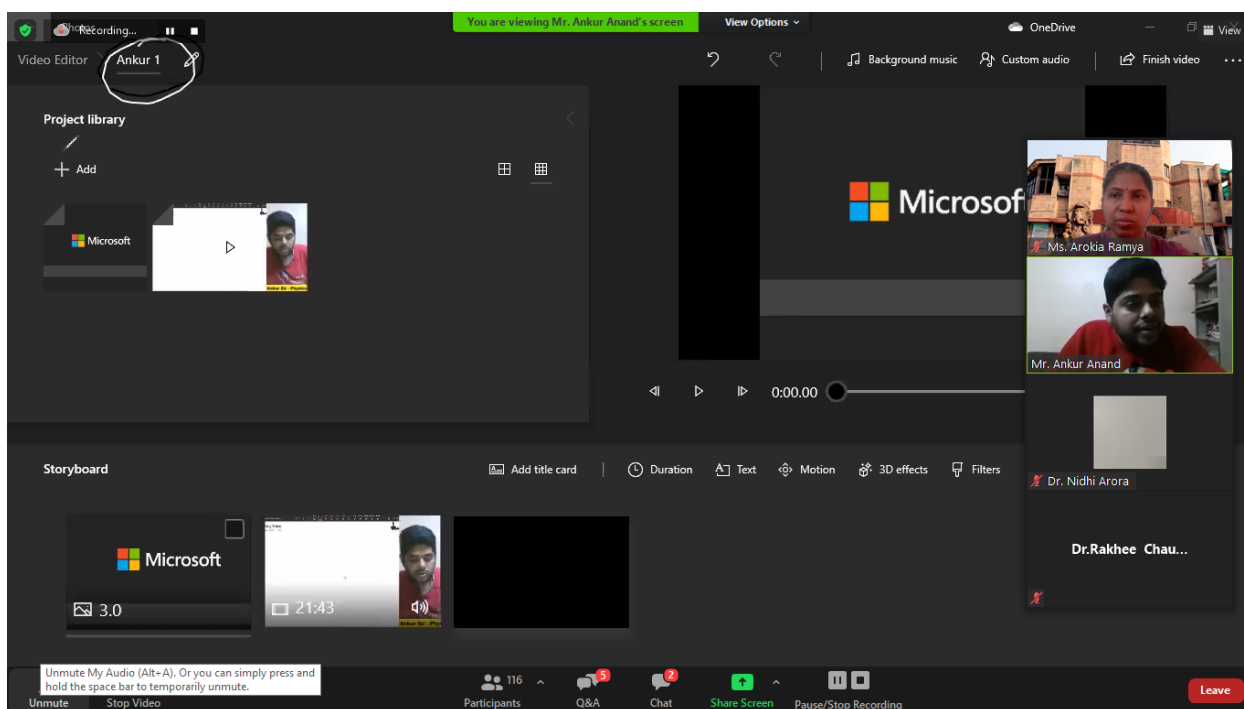
Ms. Arokia Ramya

Dr. Nidhi Arora

Hansraj College,...

Unmute Stop Video Participants Q&A Chat Share Screen Pause/Stop Recording Leave

*Mr. Ankur Anand, Video Recording/Editing and Channel Maintenance for E-Content and Live Teaching*



### 3<sup>rd</sup> Day 2<sup>nd</sup> Session Report

Topic name: **White board teaching Tools**

Keynote Speaker: **Mr. Ankur Anand, Department of Physics, Kalindi College, University of Delhi**

Date & Time: **3rd December, 2020 Tuesday & 12:00 noon - 1:30 pm**

Coordinator: **Dr. Reena Jain**

Short description of the event:

The 2nd session of the third day was continued by the same resource person, Mr. Ankur Anand, who had taken the first session of this day. After making the participants acquainted with video editing and channel maintenance, he added the flavor of routine whiteboard teaching through ICT enabled learning. The resource person started the session with the introduction of various types of pen tablet like WACOM, S6 lite Samsung tablet available in the market that can be useful for flipped classroom. He had given a demonstration of online lecture using pen tablet and laptop. He explained in detail, how using the device “pen tab” online teaching could be as simple as conventional whiteboard teaching. He explained how by using white board, during online class teaching can be made more effective. Participants registered their enjoyment by asking too many queries. It was very interactive session.



The screenshot shows a Zoom meeting interface. The main window displays a whiteboard with the text "Maxwell's equations" at the top left. Below it, the name "Ankur" is written in black ink, followed by a vertical wavy line. To the right, the name "An" is written in blue ink, followed by a vertical wavy line. The Zoom toolbar at the bottom includes buttons for "Mute My Audio (Alt+A)", "Mute", "Start Video", "Participants", "Q&A", "Chat", "Share Screen", "Pause/Stop Recording", and "Leave". A small video feed of Mr. Ankur Anand is visible in the top right corner.

*Mr. Ankur Anand, White board teaching Tools*

The screenshot shows a Zoom meeting interface. The main window displays a whiteboard with a handwritten diagram. The diagram consists of a horizontal line with an arrow pointing to the right, a vertical line with an arrow pointing downwards, and a curved line connecting the two. The label "-y" is written near the vertical line. To the right of the diagram, there are three wavy lines. The Zoom toolbar at the bottom includes buttons for "Unmute", "Start Video", "Participants", "Q&A", "Chat", "Share Screen", "Pause/Stop Recording", and "Leave". A small video feed of Mr. Ankur Anand is visible in the bottom right corner.

## 4<sup>th</sup> Day 1<sup>st</sup> Session Report

Topic name: **Live Streaming Tools**

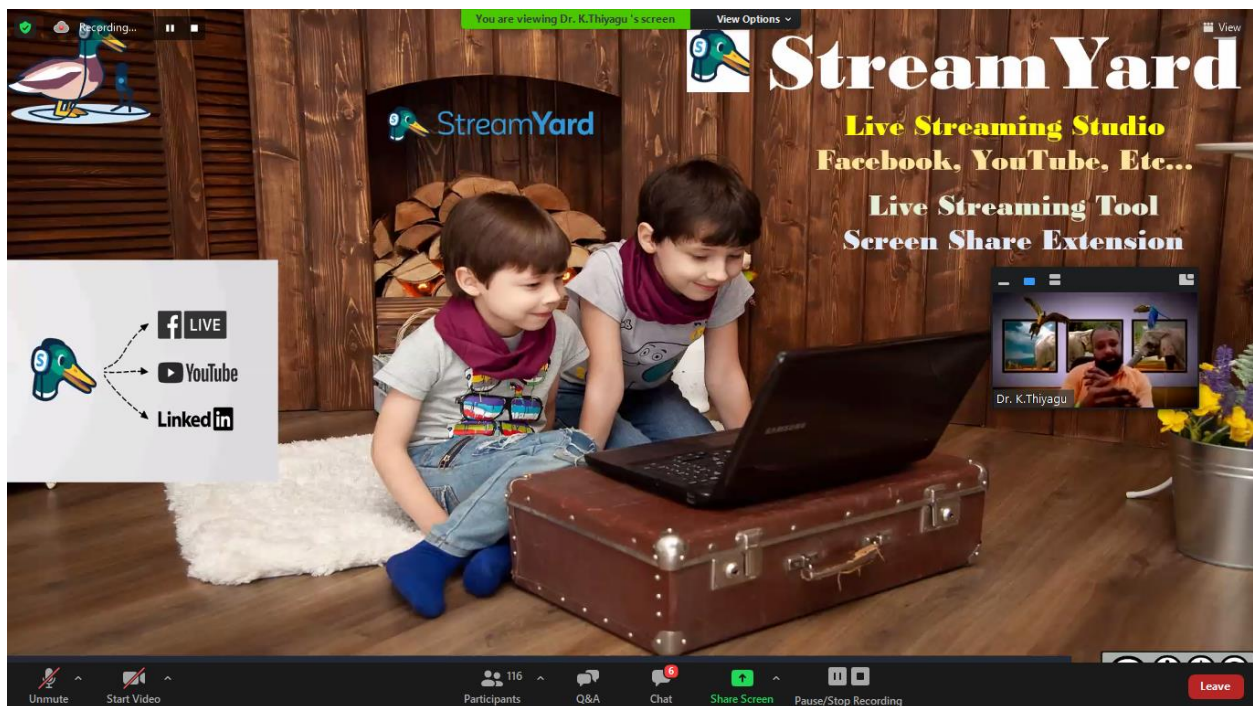
Keynote Speaker: Dr. K.Thiyagu, Department of Education, Central University of Kerala, Kasaragod

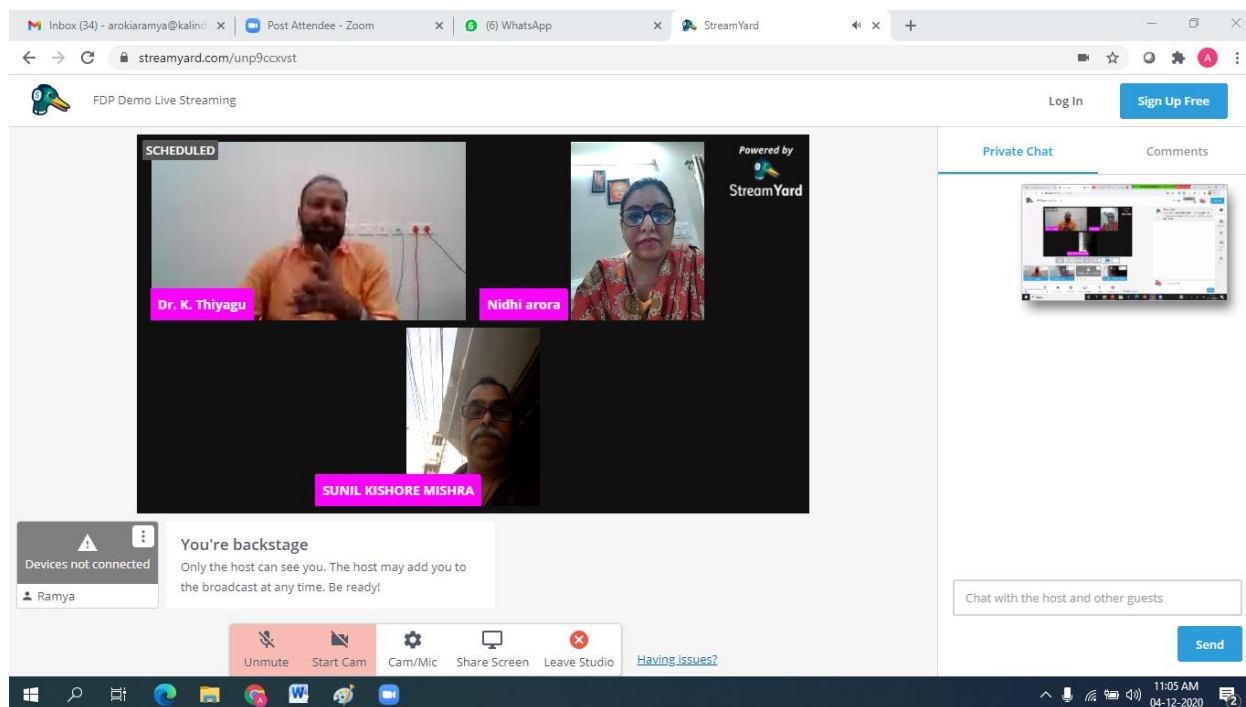
Date & Time: 4th December, 2020 Tuesday & 10:00 am - 11:30 am

Coordinator: Ms. Arokia Ramya

Short description about event:

Dr. Thiyagu was the keynote speaker of the fourth day of the FDP . He is working as Assistant Professor in the Department of Education of the Central University of Kerala in Kasaragod and has conducted various conferences and workshops on ICT tools. The resource person started the session with the introduction of various types of live streaming equipment available in the market that can be useful for flipped classrooms. He elaborated the specification of YouTube live, Facebook live, Periscope and LinkedIn live. The step by step process of creating a personalised live stream and publishing live stream using StreamYard and OBS Studio tool was discussed in detail. The queries in the Q&A section were taken by the resource person and the corresponding answers were given immediately. It was a very live session.





*Dr. K.Thiyagu, Department of Education, Central University of Kerala*

#### 4<sup>th</sup> Day 2<sup>nd</sup> Session Report

Topic name: **Augmented Reality in Education**

Keynote Speaker: Dr. K.Thiyagu, Department of Education, Central University of Kerala, Kasaragod

Date & Time: 4th December, 2020 Tuesday & 12:00 noon - 1:30 pm

Coordinator: Dr. Reena Jain

Short description about event:

After explaining live streaming in the morning session, the speaker explained the concept of augmented reality. He started his session by introducing mobile phones as sixth sense, as it had changed the way of accessing information, way of interacting with the environment and way of learning. He explained how ICT alongwith mobile phones had helped in generating a mixed environment by mixing the real and virtual environment using some mobile applications like Web AR. He explained in detail how the concept of Augmented Reality can be applied for demonstrating different concepts to the students such as scientific models, 3D figures , structures of elements, human body etc.



Zoom Webinar

Dr. Reena Jain Hansraj College,... Ms. Arokia Ramya Dr. K.Thiyagu

Recording

Change

New ways to access information

New ways to interact with the Environment

New ways to learn and know

Chat

Hindi Kalindi College DU

From Dr.Mohammed Baber Ali to All panelists:  
Dr. Mohammed Baber Ali, Kirori Mal College, University of Delhi

From Shalini Agrawal to All panelists:  
Dr. Shalini Agrawal, Assistant professor, Kalindi college

From Priya Bhalla to All panelists:  
Dr. Priya Bhalla, Assistant Professor, Motilal Nehru College Evening, University of Delhi

From Dr.Lalita kumari to All panelists:  
Dr.Lalita kumari, Assistant professor LBC, DU

From antara chaudhary to All panelists and attendees:  
Dr. Antara Chaudhuri, Assistant Professor, Deshbandhu College

From Sonal Gupta to All panelists and attendees:  
Sonal Gupta, Assistant professor, Hansraj College, DU

From Partha Pal to All panelists:  
Name: Dr. Partha S. Pal  
Designation: Assistant Professor  
Institution: Bhaskaracharya College of Applied Sciences

From anjal to All panelists and attendees:  
Dr. ANJALI SAXENA, ASSISTANT

CS Dec 4 Subject: English (11:30...  
thank you mam

Reply

Type here to search

ENG 12:08 04-12-2020

## Augmented Reality in Education

Zoom Webinar

You are viewing Dr. K.Thiyagu's screen View Options

Dr. Reena Jain Hansraj College,... Ms. Arokia Ramya Dr. K.Thiyagu

Recording

Augmented Reality virtual reality's Little Brother.

It is a halfway point between the real world and Virtual Environments.

In augmented reality simulations, the real world is infused with virtual objects, and provides an interactive experience.

Chat

From Dr. Vikas Pangtu to All panelists:  
Dr. Vikas Pangtu, Assistant Professor, Shaheed Bhagat Singh College (University of Delhi)

From Ambili O's to All panelists:  
AMBILI O'S  
Assistant Professor  
Kannur University Teacher Education Center Dharmasala Kannur Kerala  
ambilios917@gmail.com

From DR POOJA GUPTA to All panelists:  
Dr. Pooja Gupta, Assistant Professor, Ramjas College

From Dr. Ashish Ba. to All panelists and attendees:  
Dr. Ashish Bansal, Assistant Professor, Keshav Mahavidyalaya

From manisha rajeev to All panelists:  
DR. Manisha Tomar, Assistant Professor, Department of Journalism, Kalindi College, University of Delhi

From Himanshu Ku. to All panelists and attendees:  
Himanshu Kumar, Assistant Professor, Hansraj College

From Pratibha Alud. to All panelists and attendees:  
a

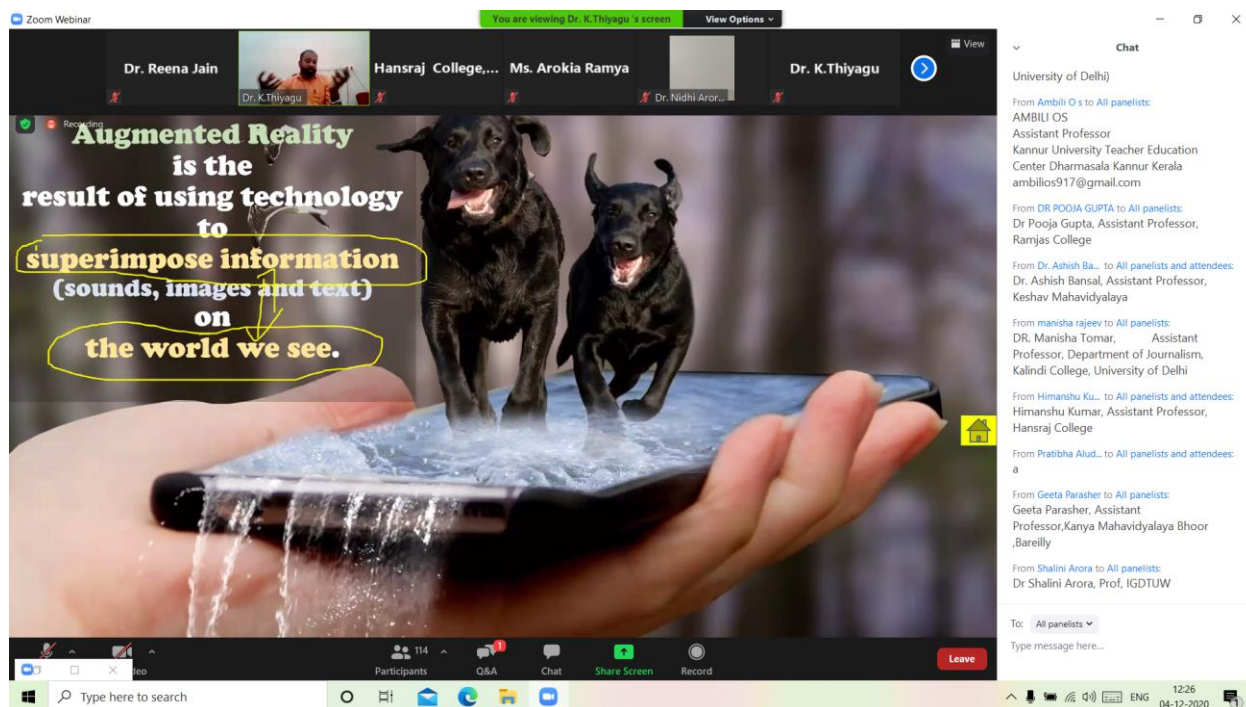
From Geeta Parasher to All panelists:  
Geeta Parasher, Assistant Professor, Kanya Mahavidyalaya Bhoor, Bareilly

To: All panelists  
Type message here...

Participants 113 Q&A Chat Share Screen Record Leave

Type here to search

ENG 12:22 04-12-2020



*Dr. K.Thiyagu, Department of Education, Central University of Kerala*

## 5<sup>th</sup> Day 1<sup>st</sup> Session Report

Topic name: **Making EduPodcasts for Audio E-content**

Keynote Speaker: Dr. Parveen Sharma, Educator and Trainer, Communication Skills and MOOC

Date & Time: 5th December, 2020 Tuesday & 12:00 noon - 1:30 pm

Coordinator: Ms. Arokia Ramya

Short description about event:

Dr. Parveen Sharma is the keynote speaker of the fifth day of the FDP. He is an Educator working in the domain of Communication Skills for more than a decade and has conducted various training sessions for teachers on the subject of Classroom Makeover, EduSoMedia and Communication Skills. The resource person started the session with the participation of a survey on the usage of ICT tools by the teaching fraternity and discussion of the insights based on the survey. He told about the availability of famous podcasts such as Mann ki Baat by Narendra Modi, Sahitya Radio by Dr. Harpal Grover, Devdutt Pattanaik Show. The step by step process of creating a personalised EduPodcasts for audio E-content, editing the existing podcast by adding sound effects or removing noise and publishing the same using Anchor tool was discussed in detail. The queries in the Q&A section such as the impact of Podcasts in Higher Education, learning curve of the teacher on the usage of anchors without computer science



background were taken by the resource person and the corresponding answers were given immediately. It was a very interactive session.

**Website Version**

**Channel Art**

**Your Custom URL**

**Podcast Name and Podcast Description**

**The Same Channel NAME goes to the Distributed Platforms: Spotify,**

: *Dr. Parveen Sharma, Making EduPodcasts for Audio E-content*

**Which of the Following Apps do you use for listening to Music & Podcasts?**

774 responses

App	Count	Percentage
Podcasts	311 (40.2%)	332 (42.9%)
Spotify	56 (7.2%)	180 (23.3%)
Anchor	40 (5.2%)	
Podbean	27 (3.5%)	
YouTube	3 (0.4%)	
Not	2 (0.3%)	
Wynk	2 (0.3%)	
Wynk music	1 (0.1%)	
CBSE Podcasts	1 (0.1%)	

**From Dr. Amarnath Kumawat to All Panelists**

Dr. Amarnath Shantaram Kumawat, Assistant Professor, Vidya Pratishthan's College of Education, Ah...

## 5<sup>th</sup> Day 2<sup>nd</sup> Session Report

Topic name: **Editing Audio Using Audacity Software**

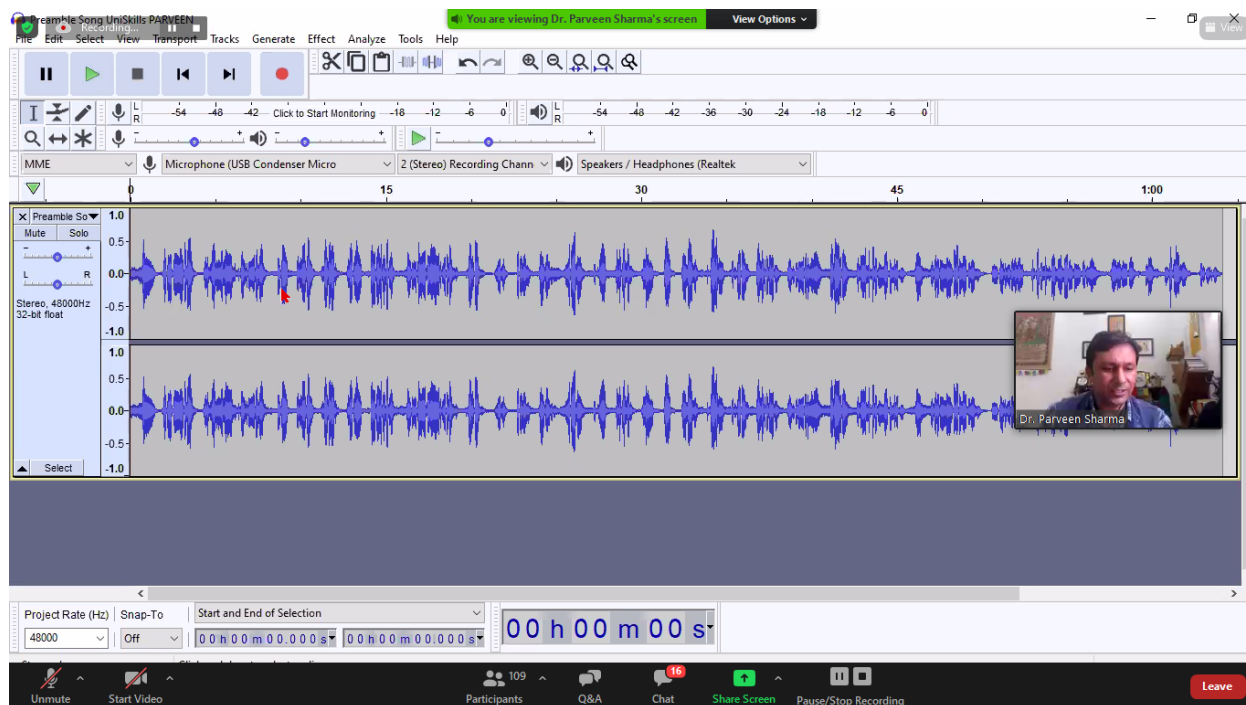
Keynote Speaker: Dr. Parveen Sharma, Educator and Trainer, Communication Skills and MOOC

Date & Time: 5th December, 2020 Tuesday & 12:00 noon - 1:30 pm

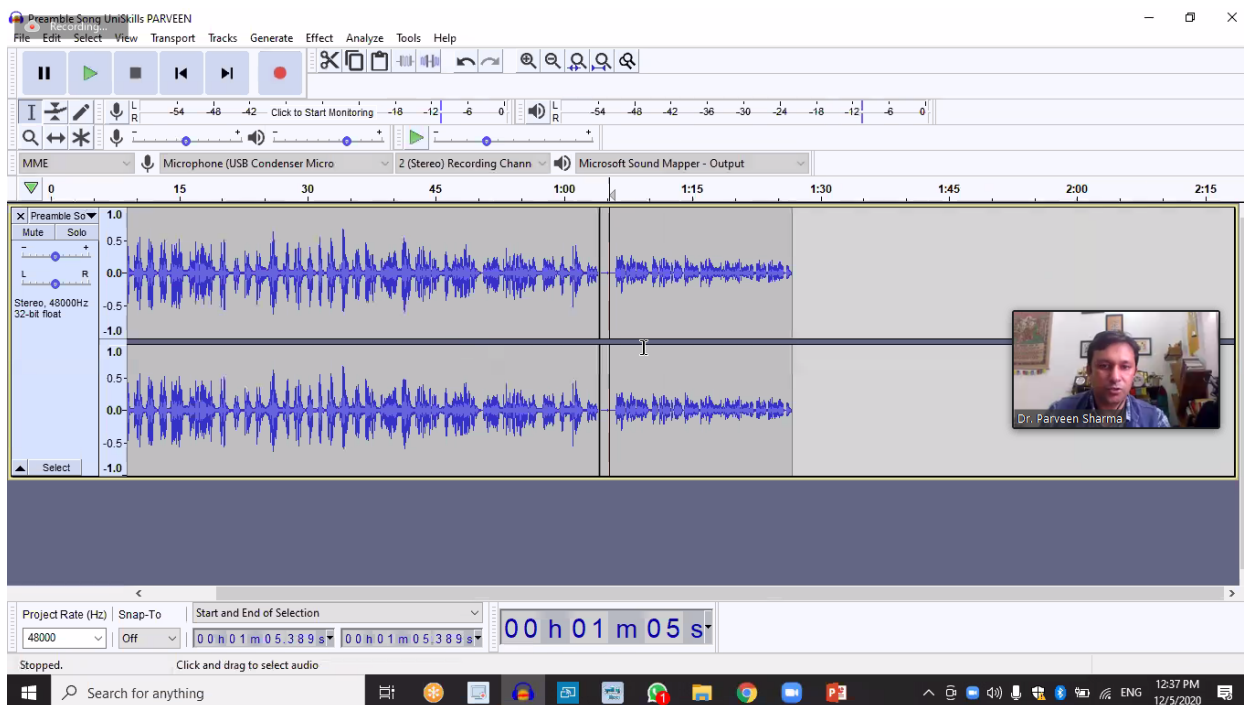
Coordinator: Dr. Reena Jain

Short description about event:

Dr. Parveen Sharma started the session with the various screen recording tools available in the market namely ScreenCastomatic, screencastify, LOOM. The Audacity software application is used for editing the Audio content in advance level. The step by step process of creating a personalised EduPodcasts on BodhiSattva Poem for audio E-content, editing the existing podcast by adding background music, fade in fade out effect, echo or reverb effect, sound effects or changing the speed or normalizing the sound or removing the noise and publishing the same using Audacity tool was discussed in detail. The queries in the Q&A section such as the impact of Podcasts in Higher Education, learning curve of the teacher on the usage of anchor without computer science background were taken by the resource person and the corresponding answers were given immediately. It was a very lively session.



*Editing Audio Using Audacity Software*



## 6<sup>th</sup> Day 1<sup>st</sup> Session Report

**Topic name:** **Develop E-content using free open source software (ICT tool and technique)**

**Keynote Speaker:** **Dr. Deepak Bishla, System Administrator - ICT, Dr. B. R. Ambedkar University Delhi**

**Date & Time:** **6th December, 2020 Tuesday & 10:00 am - 11:30 am**

**Coordinator:** **Ms. Arokia Ramya**

**Short description about event:**

It was the last day of technical session. Both the sessions of this day were very important and most awaited, as the audience were going to fill up the gaps of knowledge through these two sessions. The first session of the day started at sharp 10.00 a.m. Dr Deepak Bishla, the resource person explained different ways of developing E-content using ICT tools. The most important feature of this talk was that, he discussed only open source software. He explained the participants that how with the help of authentic and freely available softwares , a good quality e content can be created. During his lecture, he discussed recording, podcasting, screen recording, video editing and many other freely available techniques. Simultaneously a lively question and answer session was also managed by him. The environment was so much interactive and lively that no one has felt that this session is happening on virtual platform.

## ICT Tools for Teaching Learning Purpose

- Evernote
- CamScanner
- BYOD
- Text fairly
- QR Code
- Video notes
- A power mirror
- HandBrake, File conversation
- Freecam
- Open broadcast software
- Screen-cast-o-matic
- Camstudio
- Screencastify
- Padlet.com
- Openshow video editor
- Video Show
- Filmora, video editing
- Active Presenter

*Develop E-content using free open source software (ICT tool and technique)*

## Development of MOOCs

- -e-content collection (OER, You tube, google advance search, vimeo)
- -e -content creation (Screencastify, screencastomatic, audacity, Oper editor, video show DU recorder etc..)
- **e-tutorial**
- **e-content**
- -e-content storage, safety and sharing (Google Drive, one drive, drop)
- -e-content Dissemination (Moodle, Swayam, openedx, blackboard, brightspace, sakai, angel etc...)
- **Self-assessment tests through tests and quizzes**
- **Discussion form**



## 6<sup>th</sup> Day 2<sup>nd</sup> Session Report

Topic name: Identify and use MOOC and content delivery platforms

Keynote Speaker: Dr. Deepak Bishla, System Administrator - ICT, Dr. B. R. Ambedkar University Delhi

Date & Time: 6th December, 2020 Tuesday & 12:00 noon - 1:30 pm

Coordinator: Dr. Reena Jain

Short description about event:

The last technical session of the last day was fun filled and was based on identifying and using MOOC and knowledge about the freely available platform for delivery of developed content. During this session every part of e-content development starting from issue of plagiarism to internet security to save your content from being misused, everything was discussed in complete detail. Enthusiasm and involvement of participants was appreciable.



*Identify and use MOOC and content delivery platforms*





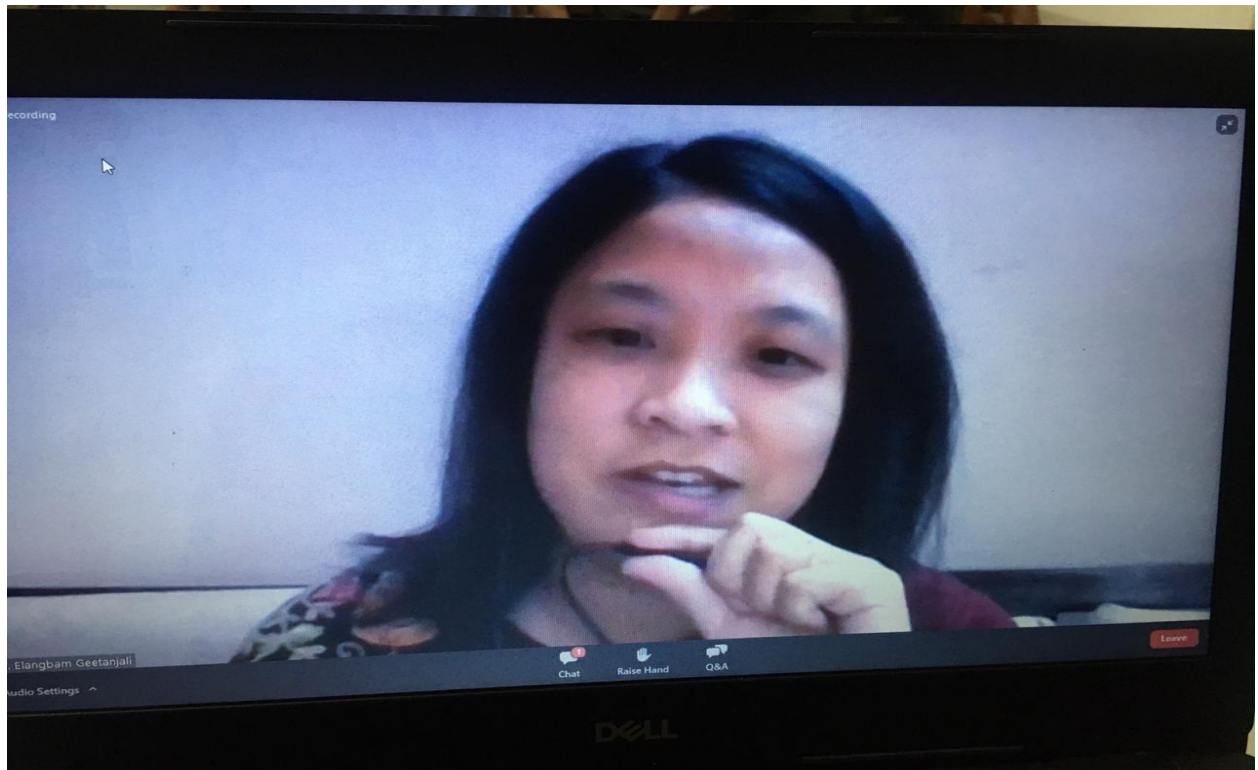
### Assessment and Valedictory Session

Date & Time: 7th December, 2020 Monday & 12:00 noon - 1:00 pm

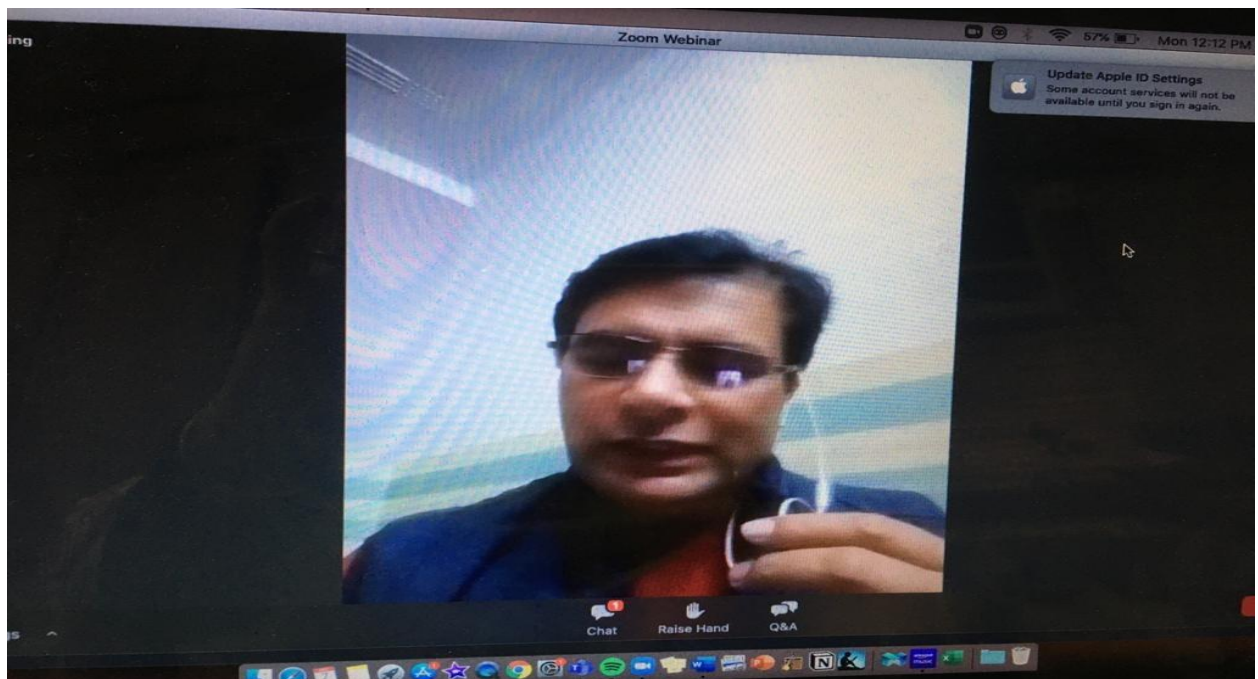
Coordinator: Dr. Reena Jain & Ms. Arokia Ramya

Short description about event:

The event ended with last day which was focused on Assessment and Interactions. Assessment was held through google form , feedbacks form was floated. Many participants volunteered and spoke about their takeaways from FDP. Principal Kalindi College, Dr. Punam Sachdeva, congratulated all the participants for completing one week FDP . Conveners, Dr. Nidhi Arora and Dr. Rakhi chauhan, thanks Hansraj college and Kalindi College for organizing teams for a well organised FDP. Conveners thanked participants for their active participation. The event ended successfully.



*Assessment and Vaedictory Session*





*Valedictory Session*



**FDP-30**  
**“Moving Towards New Normal with Effective Online Teaching”**  
**organised by**  
**Kalindi College, University of Delhi**  
**in collaboration with**  
**MAHATMA HANSRAJ FACULTY DEVELOPMENT CENTRE**  
**UNDER PANDIT MADAN MOHAN MALAVIYA MISSION ON TEACHERS AND TEACHING**  
**Hansraj College, University of Delhi**  
**1st-7th December, 2020**

**NAME VERIFICATION SHEET FOR CERTIFICATE**

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43	himanshukumar.hk@gmail.com	Mr.	Himanshu Kumar	Hansraj College, University of Delhi
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47	jitenderkumar83@gmail.com	Dr.	Jitender Kumar	Bhaskaracharya College of Applied Sciences, University of Delhi
48	jonakibghosh@gmail.com	Dr.	Jonaki Ghosh	Lady Shri Ram College for Women, University of Delhi
49	justinju@gmail.com	Dr.	Justin Mathew	Hansraj College, University of Delhi
50	jyoticollege14@gmail.com	Dr.	Jyoti	Deen Dayal Upadhyaya College, University of Delhi
51	vandanakvrani@gmail.com	Dr.	K Vandana Rani	Kalindi College, University of Delhi
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63	manisharajeev999@gmail.com	Dr.	Manisha Tomar	Kalindi College, University of Delhi
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116	yogi110@gmail.com	Dr.	Yogender Pal Khasa	South Campus, University of Delhi

## Report

**Event : Capacity Building Workshop for Non-Teaching Staff on “e-Office: Digitization and Data Management”**

**Date : 19th September 2020**

**Convener:** Dr. Rakhee Chauhan and Dr. K Vandana Rani, Kalindi College

Internal quality assessment cell (IQAC), Kalindi College organized Workshop for Non-teaching staff only specifically for Admin and Account Staff on 19th September 2020. The workshop had two sessions: at time: Morning session at 9.30AM-12.30 PM and II session from 1.30PM-3.30 PM at Google meet platform.

There were 79 registration from non-teaching staff out of which 45-50 attended the same. IQAC members, Repository committee, Software committee and library staff were also participated in this workshop. First Session started with opening remarks by Principal Dr. Anjula Bansal followed by welcome address by IQAC coordinator and Covener, Dr. Rakhi Chauhan.

The speaker of the first session was Ms. Keyaa Mukherjee, Office Superintendent, Maniben Nanavati Women's College, Mumbai and talked on digitization of admin records and documentation with NAAC Perspective and elaborately discussed the admin issues related to document segregation, arrangement and digitization of records.

The Post lunch session was started with welcome address of another Convener of the workshop Dr K. Vandana Rani and she also introduced the second speaker Ms. Aarti G. Mahadik, Head Clerk, Maniben Nanavati Women's College Mumbai. The speaker delivered detailed session on Indexing, Filing and Digitization of Account and Budget Documents with NAAC Perspective.

Last segment of session had appreciation comments from Principal, Kalindi college and IQAC coordinator. Formal vote of thanks was given by Convener Dr. K. Vandana Rani.

Proof: Recording ink::

[https://drive.google.com/file/d/1932\\_8PjbB\\_VKtwzHaGzHK\\_JaUsDfCikd/view?usp=sharing](https://drive.google.com/file/d/1932_8PjbB_VKtwzHaGzHK_JaUsDfCikd/view?usp=sharing)

**Faculty Development Program cum Refresher course on**  
**“Samkaleen Sandarbhb Mein Sahitya, Rajneeti, Media Aur Baazar”**

- Department/Committee/Cell/Cultural Clubs, Others: Department of Journalism
- Name of the activity: Faculty Development program cum refresher course on “Samkaleen Sandarbhb Mein Sahitya, Rajneeti, Media Aur Baazar”
- Funding Agency (Interna/External) and Amount: None
- Name of the TIC/CONVENER/COORDINATOR/NODEL OFFICER/OTHER: Dr Meena, Dr Rakhee, Dr Manisha
- Date/s (-to-) and time (-to-) of activity: 27.7.2020 to 10.8.2020
- Collaborating agency if any: IQAC (Kalindi College) and Ramanujan College, DU
- Number of students and teachers: 872 (Participants) 31 (Recourse Person) = 903
- Number of participants outside Kalindi College:
- PROOFS TO BE ATTACHED:

1. Poster/Banner/Flyer/Circular/Brochure etc.:

**MHRD**

IQAC, कालिंदी महाविद्यालय, दिल्ली विश्वविद्यालय  
 (केंद्रीय सुशासन एवं समाज नीति एवं विकास 'A' रैंक संस्थान) और  
 शिक्षण अभ्यवसान केंद्र, रामानुजन कॉलेज, दिल्ली विश्वविद्यालय  
 (राष्ट्रीय सुशासन एवं समाज नीति एवं विकास 'A' रैंक संस्थान)  
 (मानव संसाधन विकास विभाग, दिल्ली महान नौहन न्यायधीन राष्ट्रीय शिक्षक एवं  
 शिक्षण विभाग शिक्षण अभ्यवसान केंद्र)

के संयुक्त प्रशासन में दृष्टिकोण-आधारित अंतरविषयक संकाय संशोधन कार्यक्रम  
 Interdisciplinary Faculty Development Programme (2 weeks)  
 विषय-समकालीन संदर्भ में साहित्य, राजनीति, मीडिया और बाजार  
 27 जुलाई -10 अगस्त 2020

**सहभागिता हेतु शिक्षक-निर्देश-**

- संकाय संशोधन कार्यक्रम में भाग लेने के किसी भी शिक्षक/विद्यार्थी/कर्मचारी के संकाय सदस्य (मिनिमलमैटरी/अवधारणी) एवं शीघ्रता से ले सकते हैं।
- संकाय संशोधन कार्यक्रम में सहभागिता के लिए पंजीकरण शुल्क ₹-700/- का अनुमान करना होगा जो किसी भी शिक्षक को वापस नहीं किया जाएगा। जबकि शिक्षक/अध्यापक के लिए सम्बंधित प्रमाणपत्र दिखाने पर यह रि-ग्रुन्ट होगा।
- पंजीकरण शुल्क ₹-700/- ( शुल्क का अनुमान UPAY/NET द्वारा निम्न ऊपर ले सकते हैं):  
 a. Account Name: Principal, Ramanujan College  
 b. Account Number: 5030016810055  
 c. Bank & Branch: HDFC BANK LTD, Kalaji Extension, New Delhi-110010  
 d. IFSC: HDFC0004412 MICR Code: 210268418
- किसी भी जानकारी हेतु संपर्क करें: E-MAIL- [hrkalindi@gmail.com](mailto:hrkalindi@gmail.com)
- पंजीकरण लिंक: <https://forms.gle/UKKX06pBaaf1AuYU0>

<b>कार्यक्रम संयोजक</b>	<b>कार्यक्रम समन्वयक</b>	<b>सहायक</b>
डॉ. आशीष राजन चौधरी व डॉ. सीता शर्मा	डॉ. राखी प्रधान	डॉ. जंजुना शर्मा
989073721	981107686	981000961
सहकायिका केंद्र (00300042), मनीषा (00000040)		



2. Google Attendance Sheet of all participants if online and if offline Attendance sheet with signature of all participants:

[https://drive.google.com/file/d/106iJr2kXwHY099wA-aTGWU8FT7zpS\\_hB/view?usp=sharing](https://drive.google.com/file/d/106iJr2kXwHY099wA-aTGWU8FT7zpS_hB/view?usp=sharing)

3. Names of the Resource Person/s:

#### RESOURCE PERSONS OF FDP KALINDI AND RAMANUJAN

S. No	DATE/ SESSION	NAME	Topic
1.	27.7.2020/ Inauguration	Mr. Sayeed Ansari, Executive Editor, Aaj Tak	समकालीन सन्दर्भ मे साहित्य, राजनीति, मीडिया और बाज़ार
2.	27.7.2020/ Inauguration	Dr. Nishant Jain, IAS, Rajasthan Cadre	समकालीन सन्दर्भ मे साहित्य, राजनीति, मीडिया और बाज़ार
3.	27.7.2020/ Inauguration	Prof. P.C. Tandon, Department of Hindi, DU	समकालीन सन्दर्भ मे साहित्य, राजनीति, मीडिया और बाज़ार
4.	28.7.2020/11.30-1.00 PM	Prof. Tarun Arora, Dean Legal Studies, Central University of Punjab, Bathinda	सतत विकास लक्ष्यों के सन्दर्भ मे समकालीन साहित्य, राजनीति, मीडिया व बाज़ार की भूमिका
5.	29.8.2020/ 10.30-11.45AM	Prof. Sheoraj Baichain, Head of the Department, Department of Hindi, University of Delhi	समकालीन संदर्भ मे दलित और आदिवासी विमर्श
6.	29.8.2020/11.45-1.00 PM	Dr. Bipin Tiwari, Department of Political Science, DU	भारतीय विदेश निति: मीडिया एक सन्दर्भ
7.	29.8.2020/ 3.00-4.15 PM	Dr. Sunil Kumar Tiwari, Shaheed Bhagat Singh College, DU	समकालीन परिप्रेक्ष्य मे मीडिया , मनोरंजन और बाज़ार
8.	30.7.2020/10.30-11.45 AM	Dr. Karunashankar Upadhyay, HoD, Department of Hindi, University of Mumbai	समकालीन परिवेश में साहित्य मीडिया और राजनीति
9.	30.7.2020/ 11.45-1.00 PM	Prof. S.P. Singh, Chair Professor, Panchayti Raj, Dean, Social Science, Patna,	संघवादी सरकार में राज्यपाल की भूमिका
10.	30.7.2020/ 3.00-4.15 PM	Dr. Amar Nath Amar, Programme Director, DD	वर्तमान काल का साहित्य और मीडिया निर्मित संवेदना
11.	31.7.2020/ 10.30-12.30 PM	Dr. S.P. Aggarwal, Principal, Ramanujan College	बाज़ार व उदारीकरण: एक नज़र में
12.	01.8.2020/ 3.00-4.30 PM	Dr. Durgesh Tripathi, Coordinator, MOOCs, Indraprastha University, Delhi	मुक्त शैक्षणिक संसाधन:ई पीजी पाठशाला और MOOCs
13.	03.8.2020/ 3.00-4.30 PM	Prof. K.G. Suresh, Ex Director IIMC	मीडिया का, आज और कल
14.	4.8.2020/10.30-1.00 PM	Prof. Anand Prakash, HoD, Department of Psychology, DU	साहित्य और मनोविज्ञान का अंतर्संबंध

15.	4.8.2020/11.45-1.00 PM	Prof. Pramod Kovprat, Department of Hindi, University of Calicut, Kerala	समकालीन साहित्य और बाज़ार
16.	4.8.2020/2.30-3.45 PM	Dr. Ruchi Tyagi, Associate Professor, Kalindi College, DU	भारतीय राष्ट्रीय राजनीति में महिलाओं की सहभागिता
17.	5.8.2020/ 10.30-11.45 AM	Sh. Rajesh Badal, Famous Journalist	लोकतंत्र में मीडिया की भूमिका
18.	5.8.2020/11.45-1.00 PM	Dr. Sudhanshu Kumar Shukla, Hindi Chair, Warsaw University, Poland	साहित्य, साहित्यकार और राजनीति
19.	5.8.2020/2.30-3.45 PM	Prof. Gopeshwar Singh, Department of Hindi, DU	साहित्य क्यों पढ़ें?
20.	6.8.2020/10.30-11.30 AM	Prof. Prakash Narayan, Adult, Continuing Education and Extension, DU	साहित्य , मीडिया और मनिविज्ञान
21.	6.8.2020/2.30-3.45 PM	Mr. Akhilendra Mishra, Famous Bollywood Actor	साहित्य, सिनेमा और बाज़ार
22.	7.8.2020/10.30-11.45 AM	Sh. Pradeep Bagchi, Editor, Times of India	मीडिया का बाज़ार और बाज़ार का मीडिया
23.	7.8.2020/2.30-3.45 PM	Dr. Radhika Pandey, Fellow-I, National Institute of Public Finance and Policy (NIPFP)	वर्तमान समय में अर्थव्यवस्था
24.	8.8.2020/10.30-11.45 AM	Sh. Parvinder Sharda, Editor, Punjab Kesari	राजनीति और मीडिया का अंतर्संबंध
25.	8.8.2020/2.30-3.45 PM	Dr. Sadhna Sharma, Principal, Shyama Prasad College	साहित्य और मीडिया का अंतर्संबंध
26.	9.8.2020/2.30-3.45 PM	Dr. Sanjiv Tiwari, Principal, Maharaja Agrasen College	भारतीय जनसंचार के बदलते आयाम और वर्तमान संकट
27.	28.7.2020/3.00-4.15 PM	Mr. Nikhil Rajput, Assistant Professor, Ramanujan College	तकनीक का हिंदी में व्यावहारिक प्रयोग
28.	3.8.2020/ 2.00-3.00 PM	Dr. Alok Ranjan Pandey, Assistant Professor, Ramanujan College	CAS गाइडलाइन्स की चर्चा
29.	9.8.2020/11.45-1.00 PM	Dr. Rajiv Nayan, Assistant Professor, Ramanujan College	शोध पत्र तैयार करना
30.	9.8.2020/10.30-11.45 AM	Dr. Meena Charanda, Assistant Professor, Kalindi College	शोध पत्र तैयार करना
31.	8.8.2020/11.45-1.00 PM	Dr. Rakhee Chauhan, Assistant Professor, Kalindi College	महिला सशक्तिकरण: स्मृतियों से संविधान तक

#### 4. Detailed Report

## समकालीन संदर्भ में साहित्य, राजनीति, मीडिया और बाज़ार 27 जुलाई -10 अगस्त 2020

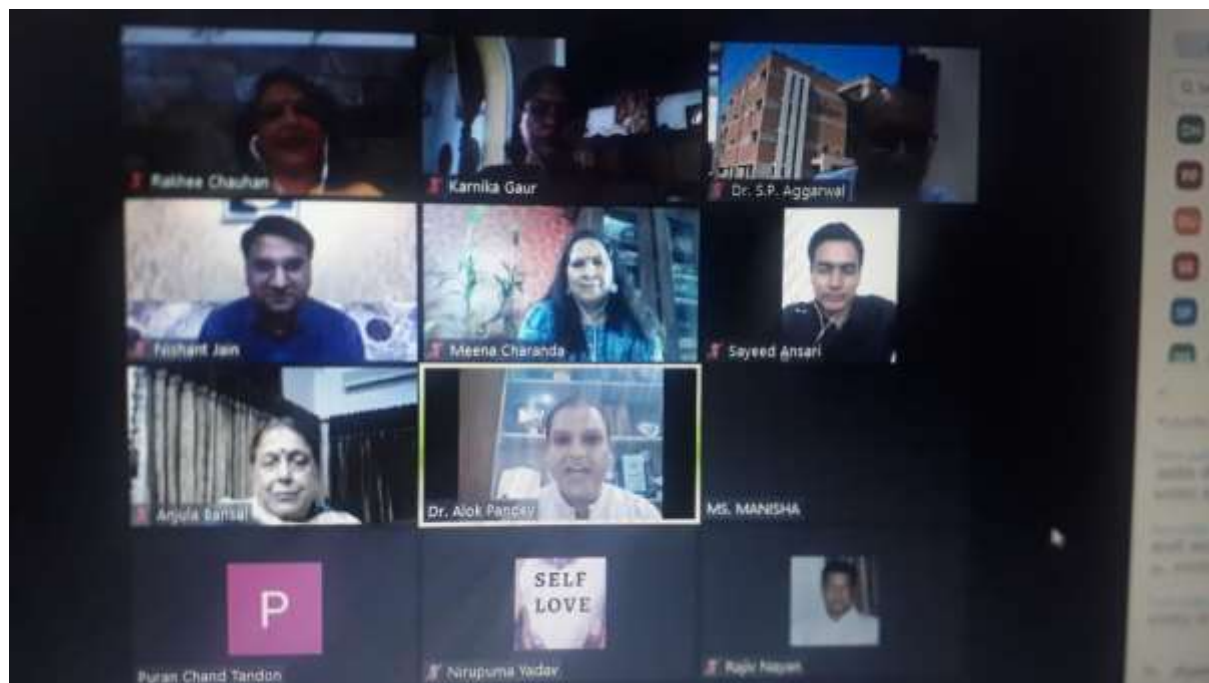
IQAC, कालिंदी महाविद्यालय, दिल्ली विश्वविद्यालय तथा शिक्षण अध्ययन केंद्र, रामानुजन कॉलेज, दिल्ली विश्वविद्यालय, मानव संसाधन विकास मंत्रालय, पंडित मदन मोहन मालवीय राष्ट्रीय शिक्षक एवं शिक्षण मिशन शिक्षण अध्ययन केंद्र के संयुक्त तत्वावधान में द्विसप्ताहिक अंतर्विषयक संकाय संवर्धन कार्यक्रम का आयोजन किया गया। विषय:-समकालीन संदर्भ में साहित्य, राजनीति, मीडिया और बाज़ार था व समय 27 जुलाई -10 अगस्त 2020 था। आयोजन समिति के संयोजक रहे डॉ. राखी चौहान व डॉ. मीना चारान्दा तथा सदस्य कर्णिका गौर व मनीषा तोमर थीं। देश भर से 900 प्रतिभागियों ने 15 दिन की द्विसप्ताहिक अंतर्विषयक संकाय संवर्धन कार्यक्रम में भाग लिया जो देश की 52 विश्वविद्यालय, 400 कॉलेज व अलग अलग विषयों से सम्बंधित थे। पहली बार 56 दिव्यांग प्रतिभागियों से द्विसप्ताहिक अंतर्विषयक संकाय संवर्धन कार्यक्रम के लिए कोई रजिस्ट्रेशन नहीं लिया गया। लगभग 56 अतिथियों ने 15 दिन तक प्रतिभागियों का ज्ञानवर्धन किया जो राष्ट्रीय व अंतर्राष्ट्रीय विश्वविद्यालयों से सम्बंधित थे। विषय से सम्बंधित कुल 50 सत्रों का आयोजन किया गया। प्रतिभागियों ने अलग अलग विषयों पर रिसर्च पेपर लिखे तथा पढ़े जिसका सर्टिफिकेट भी प्रदान किये गए। प्रतिभागियों को दैनिक रूप से असाइनमेंट भी दिए गए व आखिरी दिन एक बहु विकल्पीय प्रश्नपत्र भी दिया गया जिसके पास करने पर ही अंतर्विषयक संकाय संवर्धन कार्यक्रम का सर्टिफिकेट दिया गया।



**Detailed Report:** भाग लिया जो देश की 52 विश्वविद्यालय, 400 कॉलेज व अलग अलग विषयों से सम्बंधित थे। पहली बार 56 दिव्यांग प्रतिभागियों से द्विसप्ताहिक अंतर्विषयक संकाय संवर्धन कार्यक्रम के लिए कोई रजिस्ट्रेशन नहीं लिया गया। लगभग 56 अतिथियों ने 15 दिन तक प्रतिभागियों का ज्ञानवर्धन किया जो राष्ट्रीय व अंतर्राष्ट्रीय विश्वविद्यालयों से सम्बंधित थे। विषय से सम्बंधित कुल 50 सत्रों का आयोजन किया गया प्रतिभागियों ने अलग अलग विषयों पर रिसर्च पेपर लिखे तथा पढ़े जिसका सर्टिफिकेट भी प्रदान किये गए। प्रतिभागियों को दैनिक रूप से असाइनमेंट भी दिए गए व आखिरी दिन एक बहु विकल्पीय प्रश्नपत्र भी दिया गया जिसके पास करने पर ही अंतर्विषयक संकाय संवर्धन कार्यक्रम का सर्टिफिकेट दिया गया।

- Geo tagged Photographs with captions:









# शिक्षक किसी समूह जाति, धर्म या किसी खास जगह का न होकर संपूर्ण विश्व का होता है : प्रो. संजीव शर्मा



**नई दिल्ली। फोकस न्यूज।** दिल्ली विश्वविद्यालय के रामानुजन महाविद्यालय के शिक्षक शिक्षण केंद्र एवं कालिंदी महाविद्यालय के संयुक्त तत्वाधान में आयोजित 14 दिवसीय संकाय संघर्ष कार्यक्रम का कल अंतिम दिवस था। इसका विषय 'समकालीन संघर्ष में साहित्य, राजनीति, मीडिया और बाजार' था। इस अवसर पर कार्यक्रम मुख्य अतिथि के रूप में भारतीय जनसंचार संस्थान के महानिदेशक प्रोफेसर संजय द्विवेदी को आमंत्रित किया गया था। उन्होंने कई शोषों के हवाले से हमारे मीडिया पर बातचीत करना प्रारंभ किया और उन्होंने बताया कि किस तरीके से प्रिंट मीडिया आज संकट में है और कोरोना के दौर ने इस संकट को और भी गंभीर किया है। 1991 के उदारीकरण के दौर के बाद बदल रहे भारत की तस्वीर को उन्होंने बखूबी प्रदर्शित किया। उन्होंने लगातार सूचना संघ के दौर में सूचनाओं के तेजी से बढ़ने पर बात की। उन्हें एंथिक्विस्ट और जर्नलिस्ट के बीच खल्ल हो रहे फर्क पर भी विस्तार से बात की। उन्होंने एजेंडा आधारित पत्रकारिता को खतरनाक बताया। एक बड़े विषय को लेकर कई फलक पर इस तरह के कार्यक्रम को आयोजित करने के लिए उन्होंने रामानुजन महाविद्यालय एवं कालिंदी महाविद्यालय की

सहायता की। इस समापन सत्र में बीज वक्तव्य देते हुए महात्मा गांधी केंद्रीय विश्वविद्यालय, मोतिहारी के कुलपति प्रो. संजीव कुमार शर्मा ने विश्वविद्यालय में 25 वर्षों से अधिक की अपने शिक्षण अनुभव भी हम सभी के साथ साझा किए। संकाय संघर्ष कार्यक्रम के विषय पर चर्चा करते हुए उन्होंने विविधता में एकता की बात से भारत की पहचान को जोड़ते हुए उस पर कायम रहने की बात पर बल दिया। उन्होंने भारत के न जाने जतने पर अकसूस प्रकट किया। उन्होंने बताया कि हम सभी को भारत को जानने की कोशिश करनी चाहिए। भारत को समझने की कोशिश करनी चाहिए। ऐसे कार्यक्रम इन सब पहलुओं के लिए काफी मददगार साबित होते हैं। इससे पहले संयोजिका डॉक्टर राखी चौहान ने कार्यक्रम के 14 दिनों की रूपरेखा प्रस्तुत करते हुए महाविद्यालय के प्राचार्य डॉक्टर अंजुला बंसल को आमंत्रित किया। प्राचार्या डॉ. अंजुला बंसल ने कहा कि लैंकडाउन के दौरान विज्ञान की यह धारा निरंतर प्रवाहित होती रही, यह हमारे लिए बहुत ही खुरी का विषय है और इसके पश्चात उन्होंने पूरी टीम का धन्यवाद ज्ञापित किया। कॉलेज की प्राचार्या ने इस कार्यक्रम में शामिल सभी प्रतिभागियों के उज्जवल भविष्य की कामना की। इसके पश्चात उन्होंने कार्यक्रम को

संचालित करने वाली पूरी टीम को सह-ए-दिल से शुक्रिया अदा किया जिसकी वजह से ये कार्यक्रम संभव हो पाया।

इसके पश्चात रामानुजन महाविद्यालय के कार्यक्रम संयोजक डॉक्टर राजीव नयन ने 14 दिन के अलग-अलग सत्रों में किन-किन विषयों पर किन-किन वक्ताओं द्वारा वक्तव्य दिया गया, इसकी विस्तृत रूपरेखा सबके सम्मुख प्रस्तुत की गई। इसके पश्चात रामानुजन महाविद्यालय के बीच शिक्षण शिक्षक केंद्र के निदेशक एवं प्राचार्य डॉक्टर एस पी अग्रवाल

को वक्तव्य के लिए आमंत्रित किया गया था। उन्होंने कहा कि इस पूरे कार्यक्रम में मीडिया, साहित्य, बाजार एवं राजनीति के विभिन्न मुद्दों पर जितनी चर्चा हुई, वे सभी बहुत ही प्रासंगिक रही और इसकी वर्तमान समय में बहुत आवश्यकता भी थी। इसके पश्चात डॉक्टर आलोक रंजन पांडेय ने पूरे 14 दिवसीय कार्यक्रम के महत्त्व को बताया। उन्होंने कुछ प्रतिभागियों को आमंत्रित किया कि वे इस 14 दिन के कार्यक्रम में क्या कुछ सीख सकते हैं, उनके लिए क्यों उपयोगी, इस विषय पर कुछ प्रतिभागियों ने अपने मत प्रस्तुत किए। समापन सत्र के समापन में सभी का धन्यवाद करते हुए कार्यक्रम के संयोजक द्रय डॉ. आलोक रंजन पांडेय और सीता चरदा ने कहा कि इस कार्यक्रम में हमें बहुत कुछ सीखने को मिला है और आगे भी हम ऐसे कार्यक्रम मिलकर आयोजित करेंगे। आगे उन्होंने इस संकाय संघर्ष कार्यक्रम को सफल बनाने में डॉ. कर्णिका गौड़, सुश्री मनीषा, सुश्री सुधा पांडेय, सुश्री निरुपमा यादव, डॉ. सविन लोमर, अनुराग और श्रुति, अपनी टीम के सभी सदस्यों के साथ-साथ इस कार्यक्रम में शामिल सभी 950 प्रतिभागियों का विशेष धन्यवाद दिया। इस समापन सत्र का बखूबी संचालन डॉक्टर राखी चौहान ने किया।



सिद्ध भूमि न्यूज नेटवर्क: दिल्ली विश्वविद्यालय के सामाजिक महाविद्यालय एवं कालिंदी महाविद्यालय के संयुक्त तत्वावधान में द्विमासिक 'संकाय संवर्धन कार्यक्रम' के दूसरे सत्र में भारतीय जनसंघ संघार के पूर्व निदेशक प्रो. के. जी. सुरेश जी आमंत्रित रहे। उन्होंने "मीडिया कल, आज और कल" विषय पर सारगर्भित एवं जानकारीपूर्ण व्याख्यान दिया। उन्होंने मीडिया के इतिहास से अपनी बात शुरू कर उसके मूल उद्देश्यों पर बर्खा की। उन्होंने जनसंघार माध्यमों के बारे में बताते हुए वेब में धारा जनसंघार माध्यमों के बारे में बताया। परंपरागत पत्रकारिता के साथ - साथ सुरेश जी ने व्यावसायिक पत्रकारिता पर भी दृष्टि डाली। मिसगरी मीडिया से प्रोफेशनल मीडिया तक के सफर पर उन्होंने अपना दृष्टिकोण स्पष्ट किया। मीडिया के सफर में आगे बढ़ते हुए निष्काप पत्रकारिता, पैरो जर्नालिज्म, पैर पत्रकारिता जैसे विभिन्न अर्थों को समझाया। मीडिया मोडेल को समझाते हुए उन्होंने आज पत्रकारिता में छाया कठिन परिस्थितियों को भी उजागर किया। एलेक्ट्रॉनिक मीडिया के पक्ष को रखते हुए उन्होंने प्रिंट मीडिया के कठिन दौर को स्पष्ट किया। आज की पत्रकारिता में आए बदलावों को उन्होंने बेहद ही तरीके से उल्लेख किया। डिजिटल मीडिया के दोनों तरफ पक्ष को समझाते तरीके से पेश किया। भारत में पत्रकारिता कानून, उसके कार्यप्रणाली तथा उसके गंभीरता पर भी अपने विचार प्रस्तुत किए। उन्होंने आज की पत्रकारिता के सामने सबसे बड़ी चुनौती पैर न्यूज को बताया लेकिन साथ ही उन्होंने उसके कई समाधान भी सुझाए। मनीषा जी ने इस सत्र का सफल संचालन किया तो डॉ. राखी मीहान ने इस बेहतरीन व्याख्यान का धन्यवाद ज्ञापन किया।









**KALINDI COLLEGE**  
**(ACCREDITED NAAC WITH 'A' GRADE)**  
**UNIVERSITY OF DELHI**  
**IQAC**



*Invitation for*

*Training sessions by 'M'-edu Professionals for effective functioning of e-office*

*on*  
**11<sup>th</sup> June, 2020 at**

**Session I**  
**Non Teaching Staff**  
 Time: 2 PM-3 PM

**Session II**  
**Teaching Staff**  
 Time: 3 PM-4 PM

Registration link:  
<https://forms.gle/Uv63nHveHH6fw7ATA>

**\*E-Certificate will be provided to the participants**

*organizers*

**Convener**  
**Dr. K Vandana Rani**

**IQAC co-ordinator**  
**Dr. Rakhee Chauhan**

**Patron**  
**Dr. Anjula Bansal**

### Report

**Event** : Training sessions by 'M'-edu professionals for effective functioning of e-Office  
**Date** : 8th June 2020 at 10AM-12 PM  
**Convener:** Dr. K Vandana Rani, Kalindi College

Internal quality assessment cell (IQAC), Kalindi College organized Training sessions by 'M'-edu professionals for effective functioning of e-Office on 11th June 2020 at 2PM-4PM. The sessions were conducted for both teaching and non-teaching staff of the college. There were 228 registration and 183 attended the same. College office is using Manacle software. Session started with opening remarks by Principal Dr. Anjula Bansal followed by welcome address by convener, Dr. K Vandana Rani.

'M' professional and director Mr. Bhoopinder Nath Pandey and his team started training session and discussed each and every section of functions available on the software for the use of Admin/Teacher/ Non-teaching staff. Queries and problems of staff were discussed and tried to resolve by professionals parallel to training session of how to run the software smoothly. Also



M-edu team assured possible up-gradation as per requirement of staff in the software. At last vote of thanks was given by IQAC coordinator Dr. Rakhee Chauhan.

**Gem Training Workshop  
31 January 2020**

**Department/Committee/Cell/Cultural Clubs, Others:** IQAC & Department of Computer Science

**Name of the activity:** Gem Training Workshop

**Funding Agency (Internal/External) and Amount:** Internal

**Name of the TIC/CONVENER/COORDINATOR/NODEL OFFICER/OTHER:**

**Date/s (-to-) and time (-to-) of activity:** 31-01-2020

**Collaborating agency if any:** NA

**Number of teachers and non-academic staff:** 38

**Number of participants outside Kalindi College:** NA

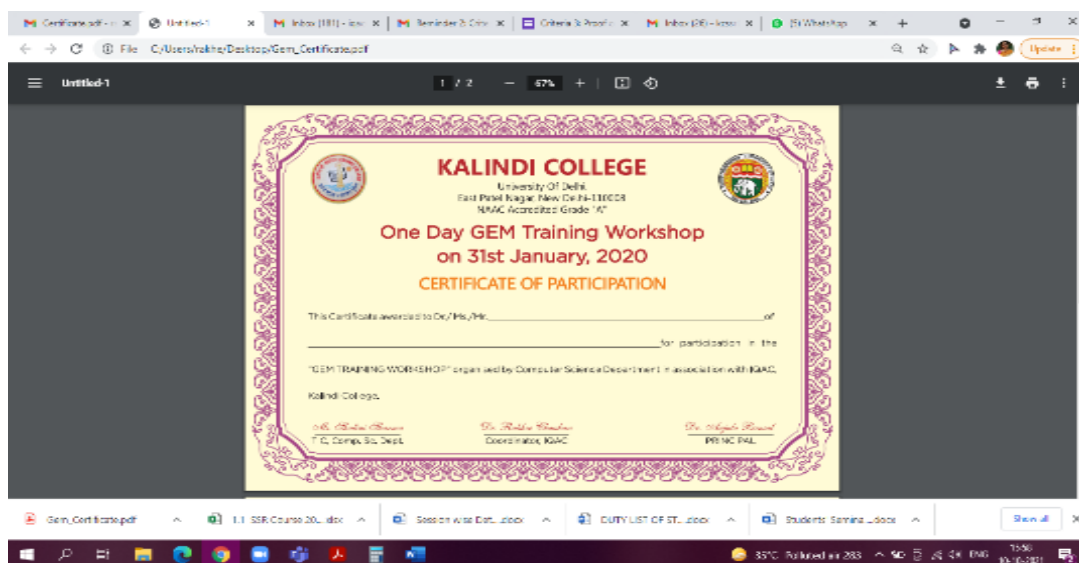
**Gem Training Workshop**

IQAC and Department of Computer Science organized **GEM training workshop** on 31 January, 2020 for teaching and Non-teaching staff of the college. 38 participants included Teacher-in-Charges, members of IQAC, members of purchase committee and faculty members along with non-academic staff participated in the training workshop.

## Poster of the Workshop



## Certificate


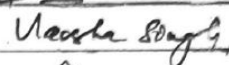

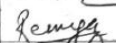
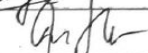
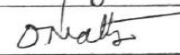

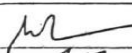
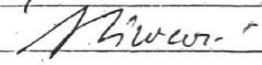


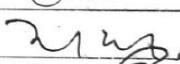
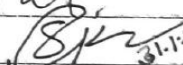
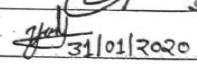
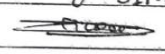
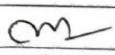
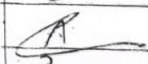
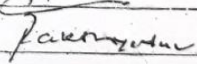
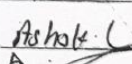
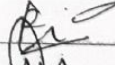

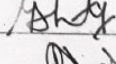



# List of Attendees

## ONE DAY GEM TRAINING WORKSHOP

January 31<sup>st</sup>, 2020

### List of attendees

S.No.	Name	Department	signatures
1.	Sou Sharma	Account	
2.	Dr. Vande Singh	IQ, Account. & Purchase	
3.	Bhawna Mangal	for SPA	
4.	Remya Krishnan	Botany	
5.	ANJANI KUMAR	Political Science	
6.	Deepak Nethi	Admin	
7.	Sushma Suri	Zoology	
8.	Jagdish	Library	
9.	Sarvesh Kumar		
10.	N.K. BHARDWAS	Office	
11.	Chander	Other	
12.	VASHI POOR	Chemistry	
13.	Sonu Kumar	Geography	
14.	Yashpal Singh Yadav	Botany	
15.	Dev Prasad Tiwari	Also	
16.	RAFEEN KUMAR	JOURNALISM	
17.	ANOOPI SINGH	Zoology	
18.	Rakesh yadav	Geography / Math	
19.	ASHOK KUMAR	Chemistry	
20.	Rajesh Kumar	Physics	
21.	Yashvri Balgohar	Physics	
22.	Gaurav Bhaskey	Botany	
23.	Dr Rakhee Chauhan	IOAC, Kalindi College	

Name	Department	signatures
DR DIPKUMAR SINGH	MATHEMATICS	Dip Kumar Singh
5. Dr Sonita Sharma	Physical education	Sonita
26. Ms Kaenika Gaur	Librarian	Kaenika
27. Dr. Trivangita Srivastava	Physio	Triv
28. PRAVEEN KUMAR BABLU	Accounts	Praveen
29. Vandana Gupta	Comp. Sc. Deptt.	Vandana
30. Punita Verma	Physics	Punita Verma
31. ANSHU CHOTANI	MATHEMATICS	Anshu
32. Sudha Pandey	Physical Edu.	Sudha
33. Dr. K. Vandana Rao	Zoology Dept.	K. Vandana Rao
34. EZRA JOHN	JOURNALISM	Ezra John
35. DR Ilene Chandra	Journalism	Ilene
36. DR. Manika Narayan	political Science	Manika
37. Mamta Sachdeva	Comp. Sc.	Mamta
38. Asha Khatri	Comp. Sc	Asha
39.		
40.		





# KALINDI COLLEGE

(University of Delhi)  
NAAC Accredited Grade "A"

***Cordially Invites you all for***

**One Week Faculty Development Programme**

***on***

**"Recent Trends in Research Methodology, *E*-Content,  
Mathematical and Statistical Methods in Open Education World"**

**(17 December-23 December, 2019)**

***Organized by***

**Internal Quality Assurance Cell (IQAC), Kalindi College,**

***In collaboration with***

**Mahatma Hansraj Faculty Development Centre (MHRFDC), Hansraj College, University of Delhi**

***Under the Scheme***

***Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching, (PMMMNTT), MHRD, Govt. of India***

***Venue: Seminar Room, Administrative Block (I Floor), Kalindi College, East Patel Nagar, Delhi-110008***

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## **MHRFDC TEAM, HANSRAJ COLLEGE**

**Prof. Dr. Rama, Principal, Convener**  
Dr. Jyoti Bhola, Coordinator  
Dr. Lokesh Chandra Mishra, Dy. Coordinator  
Mr. Ashutosh Yadav, Dy. Coordinator

## **FDP ORGANISING TEAM, IQAC, KALINDI COLLEGE**

**Dr. Anjula Bansal, Principal & Chairperson**  
Dr. Ruchi Tyagi, Sr. Advisor  
Dr. Tarkeshwar, Coordinator  
Dr. Rakhee Chauhan, Co-Coordinator  
Dr. Prempal Singh, Member

## **Chairman**

**Prof. P.C. Tandon**



# **KALINDI COLLEGE UNIVERSITY OF DELHI**

(NAAC Accredited 'A' Grade College)

*In collaboration with*  
**Mahatma Hansraj Faculty Development Centre (MHRFDC)**  
**Hansraj College, University of Delhi**

*Organizes*  
**One Week Faculty Development Programme**

**On**

***“Recent Trends in Research Methodology, E- Content, Mathematical and  
Statistical Methods in Open Education World”***

**(17 December-23 December, 2019)**

*Under the scheme*

***Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching,  
(PMMMNTT)***

***Ministry of Human Resource Development, Government of India***

## **MHRFDC TEAM, HANSRAJ COLLEGE**

**Prof. Dr. Rama, Principal, Convener**

**Dr. Jyoti Bhola, Coordinator**

**Dr. Lokesh Chandra Mishra, Dy. Coordinator**

**Mr. Ashutosh Yadav, Dy. Coordinator**

## **FDP ORGANISING TEAM, IQAC, KALINDI COLLEGE**

**Dr. Anjula Bansal, Principal**

**Dr. Ruchi Tyagi, Sr. Advisor**

**Dr. Tarkeshwar, Coordinator**

**Dr. Rakhee Chauhan, Co- Coordinator**

**Dr. Prempal Singh, Member**



**Faculty Development Programme on**  
***“Recent Trends in Research Methodology, E- Content, Mathematical and Statistical Methods in Open Education World”***

**(17 December-23 December, 2019)**

***Under the scheme***

***Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching, (PMMMNMTT)***  
***Ministry of Human Resource Development, Government of India***

**ABOUT PMMMNMTT**

The Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching emphasizes the need to change the role and working of a teacher from mere disseminator of information and knowledge to the one who advances frontiers of existing knowledge by actively developing and creating new insights into diverse social and physical phenomena.

**ABOUT KALINDI COLLEGE**

Kalindi College is a constituent college of University of Delhi. The college was established in 1967 and since then it has become sought after name in education sector where students can embrace their future with hope and confidence. A nourishing environment supported by a combination of competent infrastructure and a dedicated teaching faculty helps students to achieve the highest accolades in academics, sports and other extra-curricular activities. Located in its own beautiful campus of 8.25 acre in East Patel Nagar, the college provides all necessary infrastructures to its stakeholders. College witness an enrolment of over 4204 regular students, 1400 Non-Collegiate students and 800 School of Open Learning students. It offers a vibrant atmosphere and all round support to students, while urging them to expand their horizons and aim for the highest of goals. With 17 different departments including Commerce, Science and Humanities, it offers various coveted professional degree courses as well as add-on courses such as Video Production, Foreign Languages (French and Chinese) and Tourism. With a team of dedicated teachers, strong, efficient and co-operative administrative staff, the college provides its students an environment conducive to all-round development. Committed for the training and upgradation of staff, IQAC, Kalindi College has organized NAAC & UGC sponsored Seven –Day National Workshop on “Skill Enhancement at Institution of Higher Learning: Training Today for Tomorrow”, and Two- Day Inter College “Skill Enhancement Workshop for Laboratory Staff”; to name a few.

**OBJECTIVE OF THE FACULTY DEVELOPMENT PROGRAMME**

The “Recent Trends in Research Methodology, E- Content, Mathematical and Statistical Methods in Open Education World” Faculty Development Programme (FDP) is aimed to attract and bring together experts, researchers and teachers to focus on connecting classroom teaching with applied research. Project ‘Study Webs of Active Learning for Young Aspiring Minds’ (SWAYAM) provides an integrated platform and portal for online courses, using information and communication technology (ICT) and covering all higher education subjects and skill sector courses to ensure that every student benefits from learning material through ICT. SWAYAM involves development of Massive Open Online Courses (MOOC’s) compliant e- content (video and text) and building a robust IT platform. This event will bring together distinguished speakers and faculties from different institutes. We trust that recent and cutting-edge concepts will be presented within this FDP between all the participants. In a nut-shell, FDP will provide a perfect atmosphere to discover new directions as well as potential applications in various fields of open education research.



The proposed FDP Program will include plenary lectures, contributed hand- on computer programs of various software that are used in empirical research, discussions on social and practical aspects of education. It is aimed for sharpening the teaching and research abilities of faculties, researchers and trainers. It will build confidence among them in applying data analysis tools. Training on software like LATEX, SPSS, and R would significantly augment the level of research and publication skills of participants. This event will provide an excellent forum to discover the cutting-edge directions of recent trends in Research Methodology, E-Content Development and Mathematical Methods. The areas of interest include but are not limited to:

- **Features of MOOC's Compliant E- Content.**
- **Research Methodology in Mathematics.**
- **Working with Softwares in Mathematics.**
- **Application of Differential Equations to Life Science, Modeling and Simulation.**
- **Mathematical Aspects of Network Security and Modern Cryptography.**
- **Applications of Linear Algebra in Computer Graphics and Animation.**
- **Applications of Statistics in Various Subject Areas**
- **Mathematical Modelling and Real World**
- **Computer Programming and Coding**

### **REGISTRATION**

- **There is no registration fee.**
- **Pre-registration to the programme is through online mode only.**
- **Interested participant are required to fill the online pre- registration form available at the following link latest by 5<sup>th</sup> December, 2019.**  
**Registration Link:** <https://forms.gle/11TrgtkbSxAVWrnb6>
- **Selected participants will be informed by 10<sup>th</sup> December, 2019.**
- **Accommodation/TA shall be provided/reimbursed to outstation participants.**

### **VENUE**

**Seminar Hall, Kalindi College, University of Delhi, East Patel Nagar, Delhi- 110008**

**For more information visit**

**[www.kalindi.du.ac.in](http://www.kalindi.du.ac.in)**

**For any query, please contact:**

**Dr. Tarkeshwar: 9873761548**

**Dr. Prempal Singh: 9910956950**



**National Workshop on “Recent Trends in Research Methodology, e-content, Mathematical and Statistical Methods in Open Education World” 17<sup>th</sup> December to 23<sup>rd</sup> December 2019**

IQAC, Kalindi College & Mahatma Hansraj Faculty Development Centre, Hansraj College, University of Delhi organized One Week Faculty Development Programme : IQAC in collaboration with MHRFDC under the scheme Pandit Madan Mohan Malviya National Mission on Teacher and Teaching (PMMMNMTT), MHRD, Govt. of India, organized One Week Faculty Development Programme on “*Recent Trends in Research Methodology, e-content, Mathematical and Statistical Methods in Open Education World*” from 17<sup>th</sup> December to 23<sup>rd</sup> December 2019.





# Faculty Development Programme

on

*Recent Trends in Research Methodology, E- Content, Mathematical and Statistical Methods in Open Education World  
(December 17- 23, 2019)*

## Programme Schedule

Time → Day ↓	9: 30- 11.00		11: 30- 1:00		2:00- 3:30		3:45- 5:15
<b>Day 1 Tuesday (17-12-2019)</b>	<b>INAUGURATION</b> Prof. Dinesh Singh, Chancellor, K.R. Mangalam University Prof. Rama, Principal, Hansraj College Prof. P.C. Tandon, Chairman, Governing Body, Kalindi College Dr. Anjula Bansal, V. Principal, Kalindi College	Tea	<b>Features of MOOC's Compliant E- Content</b> Dr. Namita Rajput Principal Sri Aurobindo College (Eve)	Lunch	<b>Features of MOOC's Compliant E- Content</b> Dr. Namita Rajput Principal Sri Aurobindo College (Eve)	Tea	<b>Science, Society and Exponential Change: Reimagining the Future</b> Dr. Pratibha Jolly Former Principal Miranda House
<b>Day 2 Wednesday (18-12-2019)</b>	<b>Factor Analysis E- Content Development</b> Prof. (Dr.) Anil Kumar Goyal Rukmini Devi Institute of Advanced Studies	Tea	<b>Factor Analysis E- Content Development</b> Prof. (Dr.) Anil Kumar Goyal Rukmini Devi Institute of Advanced Studies	Lunch	<b>Prof Upendra Chaudhary</b> Director Indian Council of Social Science Research	Tea	<b>Prof Upendra Chaudhary</b> Director Indian Council of Social Science Research
<b>Day 3 Thursday (19-12-2019)</b>	<b>Applications of Differential Equations to Life Science</b> Prof. Ayub Khan Pro- Vice Chancellor Maulana Azad National Urdu University, Hyderabad	Tea	<b>Cryptography and Cyber Security</b> Dr. Girish Mishra Scientist- E, DRDO, Delhi	Lunch	<b>Cryptography and Cyber Security</b> Dr. Girish Mishra Scientist- E, DRDO, Delhi	Tea	<b>Mathematical Modeling</b> Prof. Shobha Bagai Director CIC, Department of Mathematics, University of Delhi
<b>Day 4 Friday (20-12-2019)</b>	<b>Research Methodology</b> Prof. C S Lalitha Head Department of Mathematics, University of Delhi	Tea	<b>Research Methodology</b> Prof. C S Lalitha Head Department of Mathematics, University of Delhi	Lunch	<b>E-Content Development</b> Dr. Yash Paul Sharma Central Institute of Educational Technology, NCERT, New Delhi		<b>E-Content Development</b> Dr. Yash Paul Sharma Central Institute of Educational Technology, NCERT, New Delhi
<b>Day 5 Saturday (21-12-2019)</b>	<b>Research Methodology in Mathematics</b> Dr. Ranjana Jain, Department of Mathematics, University of Delhi	Tea	<b>"Towards Excellence in Higher Education in India: Challenges &amp; Opportunities"</b> Prof A. K. Bakshi Founder Vice- Chancellor, PDM University	Lunch	<b>Tinkering for Scientists and Engineers</b> Dr. Dhananjay V Gadre Director, TI Centre for Embedded Product Design Netaji Subhas Institute of Technology	Tea	<b>Tinkering for Scientists and Engineers</b> Dr. Dhananjay V Gadre Director, TI Centre for Embedded Product Design Netaji Subhas Institute of Technology
<b>Day 6 Sunday (22-12-2019)</b>	<b>OFF -DAY</b>						
<b>Day 7 Monday (23-12-2019)</b>	<b>Biostats in Medical Research</b> Dr. Indrakant Kumar Singh Deshbandhu College, University of Delhi	Tea	<b>Recent Trends in Research Methodology</b> Dr. Anil Kumar Mishra, Scientist 'G' & Additional Director, Molecular imaging and Research Centre, INMAS, DRDO	Lunch	<b>Panel Discussion</b> Chair - Prof Rama, Principal, Hansraj College, University of Delhi Mr. H.P. Singh, (NIESBUD), Govt. of India Prof. P.C. Tandon, Chairman, Governing Body	<b>VALEDICTORY</b> Prof. Tarun Kumar Das Registrar, University of Delhi  Prof. Rama, Principal, Hansraj College  Mr. H.P. Singh, (NIESBUD), Govt. of India Prof. P.C. Tandon, Chairman, Governing Body, Dr. Anjula Bansal, V. Principal, Kalindi College	

## Faculty Development Programme On

*Recent Trends in Research Methodology, E- Content, Mathematical and Statistical Methods in Open Education World  
(December 17- 23, 2019)*

### Programme Schedule

Time → Day ↓	9: 30- 11.00		11: 30- 1:00		2:00- 3:30		3:45- 5:15
<b>Day 1 Tuesday (17-12-2019)</b>	Inauguration Prof. Dinesh Singh Chancellor KMB, University	Tea	Features of MOOC's Compliant E- Content Dr. Namita Rajput Principal Sri Aurobindo College (Evening)	Lunch	Features of MOOC's Compliant E- Content Dr. Namita Rajput Principal Sri Aurobindo College (Evening)	Tea	Features of MOOC's Compliant E- Content Prof. G S Tuteja (yet to be confirm)
<b>Day 2 Wednesday (18-12-2019)</b>	Research Methodology/Factor Analysis E- Content Development Prof. Anil Goel RDIAS	Tea	Research Methodology/Factor Analysis E- Content Development Prof. Anil Goel RDIAS	Lunch	Bio- Statistics Dr. Sunil Kumar (yet to be confirm)	Tea	Bio- Statistics Dr. Sunil Kumar (yet to be confirm)
<b>Day 3 Thursday (19-12-2019)</b>	Applications of Differential Equations to Life Science Prof. Ayub Khan Pro- Vice Chancelor Maulana Azad National Urdu Univeristy, Hyderabad	Tea	Applications of Differential Equations to Life Science Prof. Ayub Khan Pro- Vice Chancelor Maulana Azad National Urdu Univeristy, Hyderabad	Lunch	Prof. Mallika Arjun (yet to be confirm)	Tea	Prof. Mallika Arjun (yet to be confirm)
<b>Day 4 Friday (20-12-2019)</b>	Research Methodology Prof. C S Lalitha Head Department of Mathematics, University of Delhi	Tea	Mathematical Modeling Prof. Shobha Bagai Director CIC, Department of Mathematics, University of Delhi	Lunch	Prof Upendra Chaudhary Director ICSSR (yet to be confirm)	Tea	Prof Upendra Chaudhary Director ICSSR (yet to be confirm)
<b>Day 5 Saturday (21-12-2019)</b>	Research Methodology in Mathematics Prof. V Ravichandaran NIT, Tirchy	Tea	Research Methodology in Mathematics Prof. V Ravichandaran NIT, Tirchy	Lunch	Copyright and Piracy Prof. Sajeev Mohanty (yet to be confirm)	Tea	Prof. Shriman Asthana Asst. Controller IPR (yet to be confirm)
<b>Day 6 Monday (23-12-2019)</b>	Prof A. K. Bakshi IQR (yet to be confirm)	Tea	Prof A. K. Bakshi IQR (yet to be confirm)	Lunch	Panel Discussion	Valedictory	

Email Address	Title	Name	Status (Research Scholar/ Adhoc/ Permanent/Guest)	Field of Specialization	FDPs attended in past	Category	Teaching Experience (in years)	Department	Name of College / Institution
rashidkc@rediffmail.com	Dr.	ABDUL RASHEED CK	Permanent Faculty	Economics	Two	PWD	9	ECONOMICS	HINDU COLLEGE
abbhi1310@gmail.com	Mr.	Abhishek	Permanent Faculty	Mathematics	None	SC	2.5	Mathematics	PDM University Bahadurgarh
gahlotajay12@gmail.com	Mr.	Ajay Pratap Singh Gahlot	Permanent Faculty	Condensed matter physics	One	General	9	Physics	Deshbandhu college
akshayskmr1993@gmail.com	Mr.	Akshay S	Permanent Faculty	Nuclear physics and material science	None	OBC	3	Physics	Maharani Lakshmi Ammanni college for women,Autonomous
alkachaddha03@gmail.com	Dr.	Alka	Permanent Faculty	Partial Differential Equations	None	General	1	Department of applied sciences	North Cap University Gurugram
amitjaiswal007@gmail.com	Dr.	Amit Jaiswal	Permanent Faculty	Econometrics	None	OBC	9	Economics	Government Girls PG College, Bindki, Fatehpur, Uttar Pradesh
chemistryamit1985@gmail.com	Dr.	Amit Kumar	Permanent Faculty	Theoretical Chemistry	More than Two	General	6	Chemistry	Department of Chemistry, Jamia Millia Islamia
ashish_dhara@rediffmail.com	Mr.	Ashish Dhara	Permanent Faculty	Mathematics	None	General	10	Mathematics	Siddharth College of Arts, Science and Commerce
ataurrahman@ignou.ac.in	Dr.	ATAUR RAHMAN	Permanent Faculty	Arabic Language and Literature	None	General	8	ARABIC	Regional Center Rajghat
bhartimaths@gmail.com	Dr.	Bharti	Permanent Faculty	Dynamical Systems	Two	General	13	Mathematics	Shyam Lal College Evening
bimchk@gmail.com	Mr.	Biman Chakraborty	Permanent Faculty	Statistics	None	General	4	Mathematics and Statistics	Aliah University
chamansingh@andc.du.ac.in	Dr.	Chaman Singh	Permanent Faculty	Supply Chain Management and Inventory Control	None	OBC	10	Mathematics	Acharya Narendra Dev College
cdrawat@ramjas.du.ac.in	Dr.	Chatu Dogra Rawat	Permanent Faculty	Molecular Microbiology, Bioinformatics	None	General	13	Zoology	Ramjas College
gautamdk21@yahoo.co.in	Dr.	DINESH KUMAR GAUTAM	Permanent Faculty	ZOOLOGY Reproductive Physiology	Two	SC	13	Zoology	HANSRAJ COLLEGE
divyasingh1984@gmail.com	Dr.	divya singh	Permanent Faculty	Theoretical physics	None	OBC	10	Physics	Rajdhani college
kumar.gaurav501@gmail.com	Mr.	Gaurav Kumar	Adhoc Faculty	Media and Films	None	SC	2	Journalism	Kalindi College
gyanprakashsharma@gmail.com	Dr.	Gyan Prakash Sharma	Permanent Faculty	Plant ecology and modelling	None	OBC	9	Environmental Studies	University of Delhi
jasleen@dsc.du.ac.in	Dr.	Jasleen kaur Kalia	Permanent Faculty	Ecology and environment	One	General	16	Botany	Dyal Singh College
kapilkumarmaths@gmail.com	Mr.	Kapil Kumar	Permanent Faculty	Mathematics	None	SC	8	Mathematics	Atma Ram Sanatan Dharma College
kumarideeparani@gmail.com	Ms.	KUMARI DEEPA RANI	Permanent Faculty	DEVELOPMENT ECONOMICS AND INTERNATIONAL ECONOMICS	One	OBC	4	ECONOMICS	UNIVERSITY DEPARTMENT OF ECONOMICS
priyanka.ism@gmail.com	Dr.	Kumari Priyanka	Permanent Faculty	Applied Mathematics, Sampling Theory, Statistical Modelling	Two	General	11	Mathematics	Shivaji College
manjusharmadu@gmail.com	Dr.	Manju Sharma	Permanent Faculty	Literature	One	General	13	Hindi	Kalindi College

meetu.grover@mirandahouse.ac.in	Dr.	Meetu Bhatia Grover	Permanent Faculty	Mathematical programming	None	General		18	Mathematics	Miranda House
tashfeen@gbu.ac.in	Dr.	Mohd. Tashfeen Ashraf	Permanent Faculty	Biochemistry	One	General		11	Biotechnology	Gautam Buddha University
narenderk@svc.ac.in	Dr.	Narender Kunar	Permanent Faculty	Plasma Physics, Terahertz radiation generation	None	SC		14	Physics department	Sri Venkateswara College
padmasekarans@yahoo.co.in	Dr.	Padmasekaran	Permanent Faculty	Partial differential equations	None	SC		6.5	Mathematics	Periyar university
pkybhu@gmail.com	Mr.	Pawan Kumar Yadav	Permanent Faculty	Indian Government and Politics, Information and Communication Technology, Special Education	None	OBC		1.4	Department of Political Science	D. A. V. P. G. College, Siwan
prasannak1946@gmail.com	Dr.	PRASANNA KUMAR M G	Permanent Faculty	Commerce	None	SC		2	Commerce	Besant Women's College, Mangalore
pratibhaaludia1978@gmail.com	Ms.	Pratibha Aludia	Permanent Faculty	Botany	None	OBC	08		Botany	Swami Vivekanand Govt PG College Khetri
ranchhod.bhadana1@gmail.com	Mr.	PRAVEEN	Permanent Faculty	CONDENCED MATTER PHYSICS	None	OBC		5	PHYSICS	RPS DEGREE COLLEGE ,BALANA (MGARH)
dr.ppsaini@gmail.com	Dr.	Prem Prakash Saini	Permanent Faculty	Zoology	One	OBC		12	Zoology	Kalindi College
priyanka.1985@hotmail.com	Dr.	Priyanka Kumari	Permanent Faculty	Management	One	General		8	Commerce & Management	DPG DEGREE COLLEGE , GURGAON
verma.puran@gmail.com	Mr.	PURAN MAL VERMA	Permanent Faculty	SANSKRIT	None	SC		9	SANSKRIT	HINDU COLLEGE
rachanabkumar@gmail.com	Dr.	Rachana Kumar	Permanent Faculty	Solid State Physics, Nanotechnology	None	General		26	Physics	Kalindi College
phdrajesh08@gmail.com	Dr.	Rajesh M V	Permanent Faculty	Finance and Market	None	SC		15	Commerce and Management	Loraa Business Acadamy
rakheeholo@gmail.com	Dr.	Rakhee Chauhan	Permanent Faculty	International Relations	More than Two	OBC		14	Political Science	Kalindi College
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shubhadark@yahoo.co.in	Ms.	Shubhada Kanchan	Permanent Faculty	Mathematics	None	General		13	Mathematics	H. R. College of Commerce and Economics

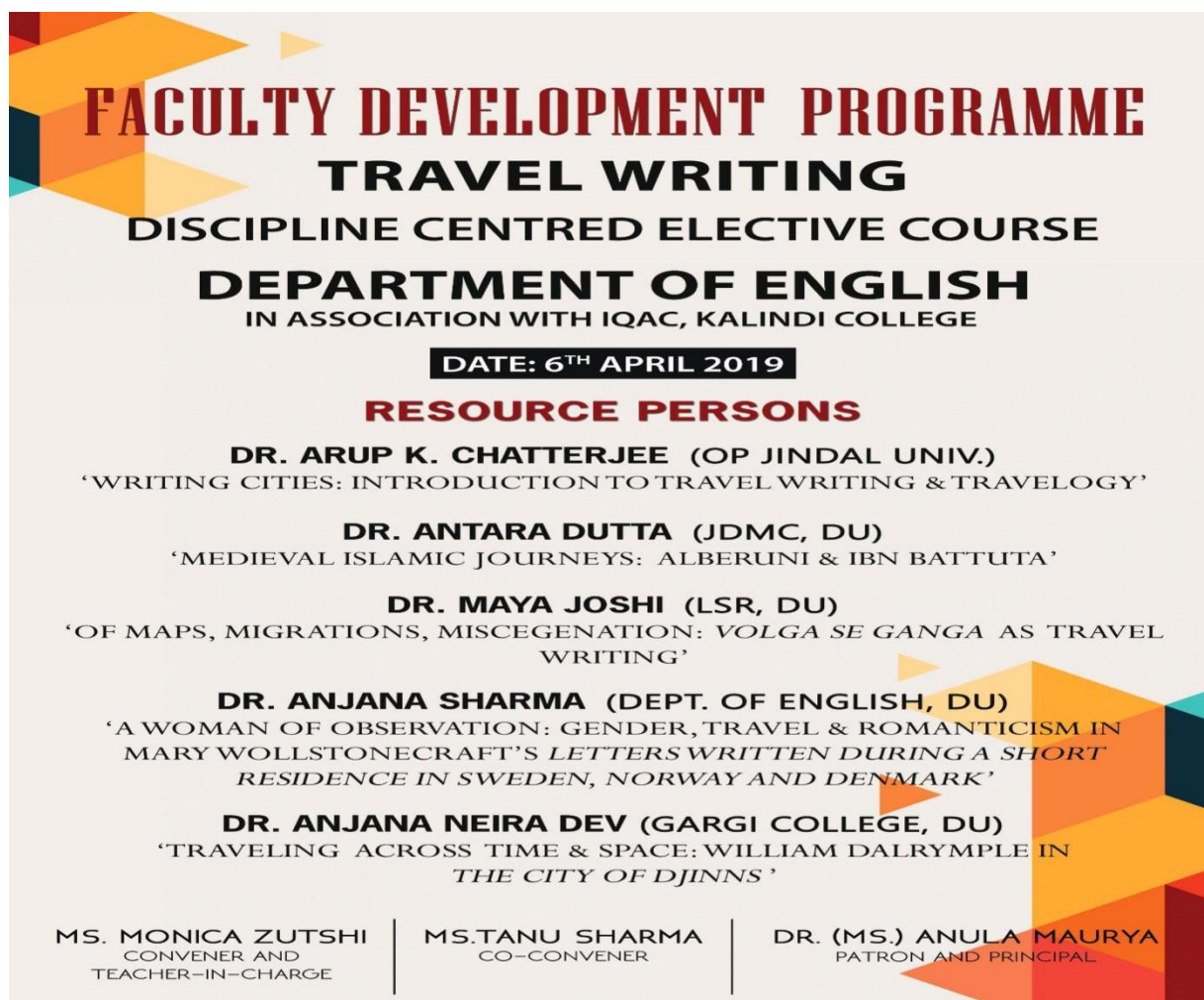


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**Performa for Submission of Activities From TIC/ Convener/ Co-Convener /Organizer  
/Coordinator/Nodal Officer Etc.**

- Department/Committee/Cell/Cultural Clubs, Others: English Department, Kalindi College
- Name of the activity: Faculty Development Programme on DCE Optional Paper: *Travel Writing*
- Funding Agency (Internal/External) and Amount:
- Name of the TIC/CONVENER/COORDINATOR/NODEL OFFICER/OTHER: Ms. Monica Zutshi (convenor) Tanu Sharma (Co-convenor)
- Date/s (-to-) and time (-to-) of activity:
- Collaborating agency if any: 6<sup>th</sup> April 2019
- Number of students and teachers: 53
- Number of participants outside Kalindi College:

**Faculty Development Programme on DCE Optional Paper: *Travel Writing***



**FACULTY DEVELOPMENT PROGRAMME**  
**TRAVEL WRITING**  
**DISCIPLINE CENTRED ELECTIVE COURSE**  
**DEPARTMENT OF ENGLISH**  
IN ASSOCIATION WITH IQAC, KALINDI COLLEGE

**DATE: 6<sup>TH</sup> APRIL 2019**

**RESOURCE PERSONS**

**DR. ARUP K. CHATTERJEE (OP JINDAL UNIV.)**  
‘WRITING CITIES: INTRODUCTION TO TRAVEL WRITING & TRAVELOGY’

**DR. ANTARA DUTTA (JDMC, DU)**  
‘MEDIEVAL ISLAMIC JOURNEYS: ALBERUNI & IBN BATTUTA’

**DR. MAYA JOSHI (LSR, DU)**  
‘OF MAPS, MIGRATIONS, MISCEGENATION: VOLGA SE GANGA AS TRAVEL WRITING’

**DR. ANJANA SHARMA (DEPT. OF ENGLISH, DU)**  
‘A WOMAN OF OBSERVATION: GENDER, TRAVEL & ROMANTICISM IN MARY WOLLSTONECRAFT’S *LETTERS WRITTEN DURING A SHORT RESIDENCE IN SWEDEN, NORWAY AND DENMARK*’

**DR. ANJANA NEIRA DEV (GARGI COLLEGE, DU)**  
‘TRAVELING ACROSS TIME & SPACE: WILLIAM DALRYMPLE IN *THE CITY OF DJINNS*’

<b>MS. MONICA ZUTSHI</b> CONVENER AND TEACHER-IN-CHARGE	<b>MS. TANU SHARMA</b> CO-CONVENER	<b>DR. (MS.) ANULA MAURYA</b> PATRON AND PRINCIPAL
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## **Schedule**

**Department of English in association with IQAC, Kalindi College**

### **Faculty Development Programme**

**Travel Writing**

**Discipline Centred Elective Course**

**Date: 6<sup>th</sup> April 2019**

### **Final Schedule**

9-9.30- In person registration+ distribution of kits

9.30-9.45- Welcome Address

**Session 1:** 10-11.15 Dr. Arup K. Chatterjee (Jindal Global Law School), 'Writing Cities: Introduction to Travel Writing and Travelogy'

Tea Break 11.15-11.30

**Session 2:** 11.30-12.45 Dr. Antara Datta (JDMC, DU), 'Medieval Islamic Journeys: Alberuni and Ibn Battuta'

**Session 3:** 12.45-2 Dr. Maya Joshi (LSR, DU), 'Of Maps, Migrations, Miscegenation: *Volga se Ganga* as Travel Writing'

Lunch 2-2.30

**Session 4:** 2.30-3.45 Dr. Anjana Sharma (Dept. of English, DU), 'A Woman of Observation: Gender, Travel and Romanticism in Mary Wollstonecraft's *Letters Written during a Short Residence in Sweden, Norway and Denmark*.'

**Session 5:** 3.45-5.00 Dr. Anjana Neira Dev (Gargi College, DU), 'Traveling across Time and Space: William Dalrymple in *The City of Djinn*s'

Valedictory 5-5.30

## **Report**

A one-day Faculty Development Programme on the newly introduced Discipline Centred Elective optional paper in the BA(H) English III year syllabus entitled **Travel Writing** was organized by the English Department, Kalindi College, University of Delhi in association with the IQAC on 6<sup>th</sup> April 2019. There were five eminent speakers who spoke on various aspects of the paper, addressing a gathering of 55 participants, all teachers from different institutions.

Of the participants, 14 were affiliated to Kalindi College, 31 to other colleges affiliated to University of Delhi, 2 were from Aligarh Muslim University, 2 from Kumaon University, 4 from Sharda University, and 1 participant each from IIT Delhi and Galgotia's University. All sessions were followed by perspicacious discussions about various aspects of Travel Writing in the texts under study, and how it intersected with diverse disciplines such as History, Historiography, Sociology, Philosophy, Religion, Cultural Studies, Postcolonialism, Nationalism, Cartography, etc.

The first session was on 'Writing Cities: Introduction to Travel Writing and Travelogy' where **Dr. Arup K. Chatterjee** poetically spoke about travel writing as a genre which looked at spaces within the consciousness as well as the spaces traversed outside. He also explained his hypothesis about travelogy.

**Dr. Antara Datta** took up the second session with her presentation entitled 'Medieval Islamic Journeys: Al Biruni and Ibn Battuta', in which she contextualized the two medieval travel writers. She argued for their writings being seen as part of a larger tradition of Islamic medieval writing of the Golden Era, characterized by the gathering knowledge within the medieval Islamic world of "Dar ul Islam" and the 'rihla' traditions, thus challenging the Western hegemonic perspective of seeing the medieval era as part of the dark ages.

In her presentation on Rahul Sankrityayan, 'Of Maps, Migrations, Miscegenation: *Volga se Ganga* as Travel Writing', **Dr. Maya Joshi** eloquently spoke of the independent, critical mind of the prolific, maverick writer who is best known as the Father of Travel Writing in Hindi Literature. She argued for the staunch cosmopolitan notions that Sankrityayan stood for, emphasizing the need to read the prescribed text within the larger context of his writings.



**Dr. Anjana Sharma's** paper 'A Woman of Observation: Gender, Travel and Romanticism in Mary Wollstonecraft's *Letters Written during a Short Residence in Sweden, Norway and Denmark*' impressed upon the audience the need to examine the context of Wollstonecraft's context, biographical as well as historical. She also encouraged teachers to adopt a more inquisitive strain of pedagogy, rather than simply teaching texts in an examination-oriented, instrumental manner.

In the last session of the day, **Dr. Anjana Neira Dev** in her presentation 'Traveling across Time and Space: William Dalrymple in *The City of Djinns*' offered a cross-textual study of Dalrymple's early and later books on the theme of travel with the main focus on *The City of Djinns* as a fascinating and informative book on the history of Delhi, its various shifting capitals, myths, and legends. The Faculty Development Programme concluded with Dr. Anjana Neira Dev distributing certificates to all the participants.

Monica Zutshi

Convener, Faculty Development Programme and Teacher in charge, English Department

Details regarding affiliation of participants

Kalindi College- 14 Participants

Other DU Affiliated Colleges- 31, Jesus and Mary College (3), Shivaji College (3), Daulat Ram College (3), Deshbandhu College, Satyawati College Morning (4), Delhi College of Arts and Commerce (2), PGDAV College, ARSD College (2), Maharaja Agrasen College (2), Zakir Husain Delhi College Morning, Rajdhani College, Dayal Singh Evening College, Laskhmi Bai College, Aryabhatta College, Maitreyi College, Shahid Bhagat Singh Evening College, Swami Shraddhanand College (2), Aryabhatta College NCWEB Centre (2), Shyam Lal College

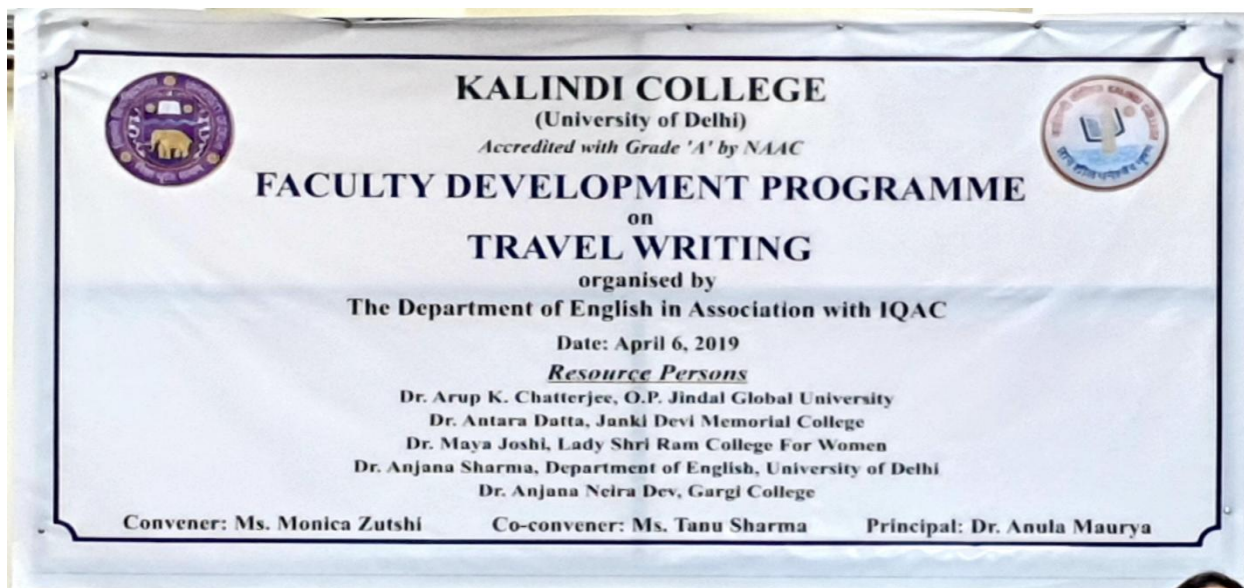
Aligarh Muslim University- 2

Kumaon University- 2

Galgotias University- 1

Sharda University- 4

IIT Delhi- 1



Poster at the venue



Group picture of all the faculty participants of the FDP



Ms. Tanu Sharma and Ms. Monica Zutshi welcoming the participants



Dr. Arup K. Chatterjee delivering a lecture





Ms. Monica Zutshi Presenting a planter to Dr. Antara Dutta and Dr. Maya Joshi delivering her lecture



Ms. C. Anupama welcoming Dr. Anjana Sharma





Dr. Mukesh Felicitating Dr. Anjana Neira Dev

### Registration Details

REGISTRATION FDP		TRAVEL	WRITING	
		6TH APRIL 2019		
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ORGANISED BY: INTERNAL QUALITY ASSURANCE CELL OF KALINDI COLLEGE  
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- ☐ CONTENT DESIGN DEVELOPMENT & DELIVERY

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- ☐ RECORD KEEPING, GFR ETC.
- ☐ LABORATORY MANAGEMENT & MAINTENANCE

##### TRAINING OF LIBRARY PROFESSIONALS

- ☐ KOHA - THE OPEN SOURCE SOFTWARE

#### TENTATIVE EMINENT SPEAKERS

- ☐ Prof. A. K. Bakshi (Vice-Chancellor, PDM University, Haryana)
- ☐ Prof. Sri Prakash (Professor, Department of Political Science, DU)
- ☐ Dr. Upendra Choudhury (Director, ICSSR)
- ☐ Prof. K. Srinivas (Head, ICT & Project Management, NIEPA)
- ☐ Dr. Sumaina Kanojia (Associate Professor, Department of Commerce, DU)
- ☐ Mr. Ravi Kant Sinha (Sr. Assistant Registrar, JNU)
- ☐ Mr. Omkar Nath Pandit (Assistant Registrar, CR and Vigilance Cell, DU)
- ☐ Dr. Meenakshi Sahai (Deputy Registrar, CPIO, DU)
- ☐ Dr. Nilotpal Ghosh (Scientist-E, SERB, DST, Government of India)
- ☐ Dr. Pankaj Mittal (Additional Secretary, UGC)
- ☐ Dr. Adita Joshi (Project Scientist, IGIB, CSIR)
- ☐ Dr. Keiya Mukherjee (Nanawati College, Mumbai)
- ☐ Mr. Rajesh Singh (Deputy Librarian, DU)
- ☐ Mr. Gaurav Parashar (HOD, MCA, INMANTEC, Ghaziabad)
- ☐ Mr. Harvinder Singh (IT Head, Guru Nanak College of Education)
- ☐ Mr. M. Abhinandan (Librarian, Guru Nanak Institute of Education, Haryana)
- ☐ Mr. Praveen Kumar (Librarian, Guru Nanak College of Education)

#### GUIDELINES FOR PARTICIPATION/REGISTRATION

- ☐ Interested candidates may apply for the National Workshop with duly filled form latest by **31<sup>st</sup> December 2018** via link available at College Website: <http://www.kalindi.du.ac.in/seminar/iqac-workshop>
- ☐ Limited seats are available, therefore registration will be made on first come, first served basis.
- ☐ For sessions on "Content Design Development & Delivery", Faculty participants are required to bring their own Laptop and Smartphone on 7<sup>th</sup> & 8<sup>th</sup> January 2019.
- ☐ Any correspondence regarding participation can be done through email at [iqacworkshop2019@kalindi.du.ac.in](mailto:iqacworkshop2019@kalindi.du.ac.in)
- ☐ Registration fees will be paid either through Demand Draft or Online Banking (NEFT/RTGS/IMPS etc).
- ☐ College shall provide assistance to outside participant in arranging accommodation in nearby hotels/guest houses at their own expenses.
- ☐ Certificate of participation shall be given to participants on successful completion of the programme.

#### ORGANIZING COMMITTEE

Patron: Dr. (Ms.) Anula Maurya, Principal, Kalindi College

Coordinators

Dr. Ruchi Tyagi (IQAC Coordinator)  
Dr. Rakhee Chauhan

Dr. Tarkeshwar  
Dr. Amit Kumar

Members

Dr. Sudha Gulati  
Dr. Renu Bala  
Dr. Vandana Gupta  
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Dr. Indu Chaudhary  
Dr. Divya Verma  
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Dr. Varsha Singh  
Dr. Nilhi Kapoor  
Ms. Karnika Gaur

Mr. Noorul Haq Mr. Amit Gupta Mr. Praveen K Bahlo Mr. Vinay Bhushan

CATEGORY	REGISTRATION FEE
FACULTY MEMBERS	INR 2000
LIBRARY PROFESSIONALS	INR 1100
NON-TEACHING STAFF	INR 1000

Last Date for Registration is **31<sup>st</sup> December 2018**. Registration fee include refreshments and workshop kit. The registration fee should be paid by Electronic Money Transfer using the following details:

Name of Account Holder: Principal, Kalindi College

Name of Bank: CANARA BANK

Address: Kalindi College Branch, East Patel Nagar, New Delhi-110008

A/C No: 8670101001650

IFSC: CNRB0008670

MICR: 110015048

Demand Draft should be in favour of "Principal, Kalindi College" payable at New Delhi

In the 'Remarks' section of form please write "Participant Name with NEFT/DD Detail"

After the payment of registration fee, write to us at [iqacworkshop2019@kalindi.du.ac.in](mailto:iqacworkshop2019@kalindi.du.ac.in)

*Naina*  
PRINCIPAL  
KALINDI COLLEGE  
UNIVERSITY OF DELHI  
EAST PATEL NAGAR  
NEW DELHI-110008

FOR MORE INFORMATION CONTACT US

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# KALINDI COLLEGE

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*Organized by*

**Internal Quality Assurance Cell (IQAC), Kalindi College**

**Venue:** Seminar Room, Administrative Block (**First Floor**) Kalindi College, East Patel Nagar, New Delh-110008

**Dr. Ruchi Tyagi**  
**IQAC, Coordinator**

**Dr. (Ms) Anula Maurya**  
**Principal**

**Sh. Deepak Marwah**  
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# INTERNAL QUALITY ASSURANCE CELL KALINDI COLLEGE

(University of Delhi)

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**NAAC sponsored Seven-Day National Workshop on**  
***“Skill Enhancement at Institutions of Higher Learning: Training Today for Tomorrow”***  
**From 07<sup>th</sup> January to 13<sup>th</sup> January 2019.**

## **FACULTY DEVELOPMENT PROGRAMME**

Day – 1		:	January 07, 2019	
<b>Inauguration:</b>			09.30 a.m.	
<b>Welcome Address:</b> Dr. Anula Maurya, Principal, Kalindi College				
<b>Presentation of Concept Note:</b> Dr. Ruchi Tyagi, Coordinator, IQAC				
<b>Address by Chairperson:</b> Mr. Deepak Marwah, Chairman, Governing Body				
<b>Inaugural Address:</b> Prof. A.K. Bakshi, Founder Vice-Chancellor, PDM University, Bahadurgarh, Haryana				
Theme: e-Learning and MOOCs in Higher Education				
<b>Vote of Thanks:</b> Dr. Rakhee Chauhan, Member, IQAC Core Committee				
<b>Tea Break</b>				
<b>Working Session</b>	<b>Resource Person</b>	<b>Department/Institution</b>	<b>Sub-Theme</b>	<b>Venue</b>
10.00 – 11.45	Prof. K. Srinivas	Head, ICT & Project Management, National Institute of Education Planning and Administration (NIEPA)	* Digital Initiatives of GOI in Higher Education: SWAYAM, SWAYAMPRAHA, NDL, NAD	Computer Science Lab
12.00 – 1.30	Prof. K. Srinivas	Head, ICT & Project Management, (NIEPA)	* Blended Learning / Flipped Class Room	Computer Science Lab
<b>Lunch Break 1.30 p.m. to 2.00 p.m.</b>				
2.00 – 3.30	Prof. K. Srinivas	Head, ICT & Project Management, (NIEPA)	* OER: Concept & Licensing	Computer Science Lab
<b>Tea Break</b>				
3.45 – 5.15	Prof. K. Srinivas	Head, ICT & Project Management, (NIEPA)	* Conceptual Design: Inputs for <b>Design, Develop &amp; Deliver a MOOC Course</b>	Computer Science Lab

Day – 2			January 08, 2019	
Working Session	Resource Person	Department/Institution	Sub-Theme	Venue
9.30-11.00	Prof. K. Srinivas	Head, ICT & Project Management, (NIEPA)	* Video Content Development [ <b>Quadrant-1</b> ]	Computer Science Lab
Tea Break				
11.30 – 1.30	Prof. K. Srinivas	Head, ICT & Project Management, (NIEPA)	* E-Content Development [ <b>Quadrant-2</b> ]	Computer Science Lab
Lunch Break 1.30 p.m. to 2.00 p.m.				
2.00 – 3.30	Prof. K. Srinivas	Head, ICT & Project Management, (NIEPA)	* Designing MOOC Through MOODLE SOFTWARE	Computer Science Lab
Tea Break				

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3.45 – 5.00	Prof. K. Srinivas	Head, ICT & Project Management, (NIEPA)	* Delivering a MOOC Through <b>MOODLE SOFTWARE</b>	Computer Science Lab
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**Note: \* For Details and prerequisites, please refer to ANNEXURE-I**

Day – 3		:	January 09, 2019	
Working Session	Resource Person	Department/Institution	Sub-Theme	Venue
9.30-11.00	Mr. Beni Kinha	Founder, Nectar Factor Foundation	Motivational Talk- “Journey from Teacher to Mentor”	Seminar Room
<b>Tea Break</b>				
11.30 – 1.30	Dr. Sunaina Kanojia	Associate Professor, Department of Commerce, University of Delhi	Motivational Talk – Workplace Ethics	Seminar Room
<b>Lunch Break 1.30 p.m. to 2.00 p.m.</b>				
2.00 – 4.30	Dr. Nilotopal Ghosh	Scientist E, Science and Engineering Research Board (SERB), Department of Science and Technology, New Delhi	Research Methodology	Seminar Room

Day – 4		:	January 10, 2019	
Working Session	Resource Person	Department/ Institution	Sub-Theme	Venue
9.30-11.00	Mr. Varun Sharma	Partner at Dev Jure and InProRi Intellectual Property Consultants.	Introduction to Intellectual Property Rights	Seminar Room
<b>Tea Break</b>				
11.30 – 1.30	Mr. Sanjib K. Mohanty	Advocate, Supreme Court of India	Copyright & Piracy	Seminar Room
<b>Lunch Break 1.30 p.m. to 2.00 p.m.</b>				
2.00 – 3.30	Ms. Richa Pandey	Patent Attorney and a Partner with Krishna and Saurastri Associates, Delhi (Gurgaon) office.	Significance of Patents for Indian Women	Seminar Room
<b>Tea Break</b>				
3.45 – 5.00	Shri Shriman Asthana	Assistant Controller of Patents & Designs, Patent Office, Delhi	Recent Trends in IPR: Patent Office Perspective	Seminar Room


Day – 5		:	January 11, 2019	
Working Session	Resource Person	Department/ Institution	Sub-Theme	Venue
9.30-11.00	Dr. Rajesh Singh	Deputy Librarian, University of Delhi	Research in Electronic Information Environment	Seminar Room
<b>Tea Break</b>				
11.30 – 1.30	Dr. Rajesh Singh	Deputy Librarian, University of Delhi	Research Metrics: h-Index & Impact Factor	Seminar Room
<b>Lunch Break 1.30 p.m. to 2.00 p.m.</b>				
2.00 – 3.30	Ms. Sunita Sharma	Assistant Professor, Kalindi College	ICT in Research - Workshop on LATEX	Mathematics Lab
<b>Tea Break</b>				
3.45 – 5.00	Ms. Sunita Sharma	Assistant Professor, Kalindi College	ICT in Research - Workshop on LATEX	Mathematics Lab

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Day – 6 : January 12, 2019				
Working Session	Resource Person	Department/ Institution	Sub-Theme	Venue
9.30-11.00	Dr. Pratibha Singh	Deputy Adviser, North Region, National Assessment & Accreditation Council (NAAC)	Assessment & Accreditation Framework of NAAC	Seminar Room
<b>Tea Break</b>				
11.30 – 1.30	Dr. Deepak Sharma	Associate Professor, Sri Guru Nanak Dev Khalsa College, New Delhi	Best Practices in Institutions of Higher Education	Seminar Room
<b>Lunch Break 1.30 p.m. to 2.00 p.m.</b>				
2.00 – 3.30	Dr. Upendra Chaudhary	Director, ICSSR	ICT in Research- Funding Opportunities in Social Science Research	Seminar Room
<b>Tea Break</b>				
3.45 – 5.00	Dr. Upendra Chaudhary	Director, ICSSR	ICT in Research : How to write a good proposal	Seminar Room

Day – 7 : January 13, 2019				
Working Session	Resource Person	Department/ Institution	Sub-Theme	Venue
9.30-11.00	Prof. K. Srinivas	Head, ICT & Project Management, (NIEPA)	Delivering a MOOC Through <b>MOODLE SOFTWARE</b> [Hands-on Practice]	Seminar Room
<b>Tea Break</b>				
11.30 – 1.30	Prof. K. Srinivas	Head, ICT & Project Management, (NIEPA)	Delivering a MOOC Through <b>MOODLE SOFTWARE</b> [Hands-on Practice]	Seminar Room
<b>Tea Break</b>				
<b>Valedictory Session</b>				<b>11.30 a.m. onwards</b>
<b>Welcome Address:</b> Dr. Aunla Maurya, Principal Kalindi College				Seminar Room
<b>Workshop Report:</b> Dr. Rakhee Chauhan, Member, IQAC Core Committee				
<b>Valedictory Address:</b> Prof Devendra Pathak, Vice-Chancellor, Indore, Madhya Pradesh				
<b>Distribution of Certificates</b>				
<b>Vote of Thanks:</b> Dr. Tarkeshwar, IQAC Core Committee				
<b>LUNCH</b>				

  
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## **Content Design, Development & Delivery – Preparatory Guidelines**

### **Specific Outcomes of the Sessions**

- To understand the process of planning, designing and implementing online courses in line with SWAYAM MOOC requirements
- To enable the participants to learn and implement the Blended Learning and Flipped Classroom
- To enable participants to learn using FOSS tool Moodle through hands-on-experience
- To train the participants to use Moodle-MOOC as an adjunct to face-to-face teaching and to teach in a fully online or distance learning context and to get a feel for how their courses could be enhanced using Moodle-MOOC platform;
- To create better and active communication and collaboration with the students and to design and manage learning assessment using Moodle MOOC Platform;
- Exploring OER for Learning, teaching and Professional Development.

### **Important Note**

All the sessions will be held in a Workshop Mode and the Participants should bring laptops, Smart phones and Head Phones/earphones, without which, the sessions will not at all be effective. More than 75% of the time will be spent on hands-on activities. Participants will have to install all the Software/Apps (mentioned below) before attending the sessions. For any help to install the software/apps, please contact the Resource Person at [drksvasu\[dot\]gmail\[dot\]com](mailto:drksvasu@gmail.com)

The **Following Softwares /apps** need to be installed on all participants Personal Laptops/Smartphones before attending the sessions;

1. **Moodle Mobile app:** [https://play.google.com/store/apps/details?id=com.moodle.moodlemobile&hl=en\\_IN](https://play.google.com/store/apps/details?id=com.moodle.moodlemobile&hl=en_IN)
2. **Presentation tube** <http://presentationtube.com/> -Video Preparation
3. **Screencast-o-Matic:** <https://screencast-o-matic.com/> -Video Preparation
4. **Screencastify Screen Recorder for Chrome:** <https://www.screencastify.com/products/screen-recorder/>
5. **VideoNot.es:** The easiest way to take notes synchronized with videos!: <http://www.videonot.es/>

The **workshop Reading material** is available: <http://162.144.90.128/srinimoodle>

**All the Participants are requested to come prepared with one lecture on any one topic from one of their courses and bring with them**

1. Lecture notes for the topic
2. PowerPoint Presentations/PDFs/URLs if any,
3. Assessment questions related to the topic,
4. Any other resources that they would like the students to refer
5. Course contents/Introductory Videos
6. Reference Books and Journals for the course
7. Any brief historical or contextual reference to the topic
8. Applications of the topic if any
9. Any activity they would like to include regarding the topic
10. Anything else that they feel is relevant for enhancing the learning experience

### **Group Work & Action Plan Preparation and Presentation**

**Group Work and Action Plan Preparation and Presentation are compulsory.** The Group work should reflect the collaborative nature. The **Key Parameters** for the **Group work** and **Action Plan Presentation** are:

1. Key Learning Outcomes of the Sessions

2. The Value Addition the sessions have provided (w.r.t Concept building & enhancing the Technical Capability)
3. The Time bound Short Term & Long Term Action Plan
4. The Time bound Action Plan for spreading the Knowledge Gained during the sessions among other colleagues of the Institution.

### **Logistics Required at the Institution Level**

1. Good Speed WiFi Internet Connectivity
2. Projector, Cordless Microphone & Slide Changer
3. Participating Faculty should Carry – Laptops with Functional Webcam, Microphone & Head phones
4. The laptop Operating System & Application Software should be up to date
5. The laptop Anti Virus should be up to date.


### **Resource Person**

Professor K. Srinivas is Head of ICT & Project Management Unit of National Institute of Educational Planning and Administration (NIEPA) a Government of India, Ministry of Human Resource Development (MHRD) Institution in New Delhi. Prof. K. Srinivas holds a Ph.D degree in Computer Science and has been Utilizing open source ICT tools and technologies in teaching, learning and Student valuation since 1990, both at the graduate and post-graduate levels. His areas of interest are e-Learning, blended learning, MOOCs, Computer Applications in Project Management, e-governance. He is having more than 29 years of Teaching, Research, Industry and Consultancy experience.

### **Time Table**

<b>Session</b>	<b>Particulars</b>	<b>Tools/ Duration</b>	<b>Learning Outcomes</b>
<b>DAY-1</b>			
<b>Session-I</b>  10.00 – 11.45	Digital Initiatives of GOI in Higher Education: SWAYAM, SWAYAMPRAHA, NDL, NAD  Prof. K. Srinivas	<b>Hands-on Practice</b>  90 Minutes	Exploring the Digital Initiatives of GOI for Higher Education <ul style="list-style-type: none"> <li>• SWAYAM</li> <li>• SWAYAM PRABHA DTH Channels</li> <li>• National Digital Library</li> <li>• National Academic Depository</li> <li>• Blended Learning &amp; Flipped Classroom</li> </ul> <b>Apps for Teachers</b> <ul style="list-style-type: none"> <li>• Google Drive</li> <li>• Presentation Tube</li> <li>• Screencastify</li> <li>• Video Notes</li> </ul>
<b>Tea Break</b>			
<b>Session-II</b>  12.00 – 1.30	Blended Learning / Flipped Class Room  Prof. K. Srinivas	<b>Hands-on Practice</b>  90 Minutes	Exploring OER for Learning, teaching and Professional Development
<b>Lunch</b>			
<b>Session-III</b>  2.00 – 3.30	OER: Concept & Licensing  Prof. K. Srinivas	<b>Hands-on Practice</b>  90 Minutes	Learning the process of Sharing, Safe guarding, Dissemination, Updation and Collaboration Process of Google Cloud Storage
<b>Tea Break</b>			

<b>Session-IV</b> 3.45 – 5.15	Conceptual Design: Inputs for <b>Design, Develop &amp; Deliver a MOOC Course</b>  Prof. K. Srinivas	Presentation/ Demonstration/ Practice  90 Minutes	Learning Video Creation and Screen casting tools
<b>DAY-2</b>			
<b>Reviewing Day-1 Activities</b>			
<b>Session-I</b> 9.30-11.00	Video Content Development [ <b>Quadrant-1</b> ]  Prof. K. Srinivas	<b>Hands-on Practice</b>  90 Minutes	<ul style="list-style-type: none"> <li>• Understanding Moodle</li> <li>• Creating a New Course</li> <li>• Managing Course Class &amp; Participants</li> <li>• Diversified Content Management               <ul style="list-style-type: none"> <li>○ Registering Moodle on Cloud &amp; Site Setup</li> <li>○ Moodle Mobile App</li> </ul> </li> </ul>
<b>Tea Break</b>			
<b>Session-II</b> 11.30 – 1.30	E-Content Development [ <b>Quadrant-2</b> ]  Prof. K. Srinivas	<b>Hands-on Practice</b>  90 Minutes	<ul style="list-style-type: none"> <li>• Creating a New Course</li> <li>• Managing Course Participants</li> <li>• Building and Managing Content               <ul style="list-style-type: none"> <li>○ Open Educational Resources</li> <li>○ Docs/PDF/ PPT/ XLS You tube Videos</li> </ul> </li> </ul>
<b>Lunch</b>			
<b>Session-III</b> 2.00 – 3.30	Designing MOOC Through MOODLE SOFTWARE  Prof. K. Srinivas	<b>Hands-on Practice</b>  90 Minutes	<b>Exposure to Moodle Activities</b> <ul style="list-style-type: none"> <li>• News Forums</li> <li>• Messaging</li> <li>• Chat</li> <li>• Journals &amp; Blogs</li> <li>• LIVE Class               <ul style="list-style-type: none"> <li>Big Blue Button</li> </ul> </li> <li>• Discussion Forms</li> </ul> <b>Exposure to Moodle Administration</b> <ul style="list-style-type: none"> <li>• Registering Moodle on Cloud &amp; Site Setup</li> <li>• Moodle Mobile App</li> <li>• Appearance &amp; Themes</li> <li>• Site Policies</li> <li>• Site Systems &amp; Security</li> <li>• Backup &amp; Restore</li> <li>• Reports</li> </ul>
<b>Tea Break</b>			
<b>Session-IV</b> 3.45 – 5.00	Delivering a MOOC Through <b>MOODLE SOFTWARE</b>	<b>Hands-on Practice</b>	

  
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**TRAINING WORKSHOP FOR LIBRARY STAFF**

**KOHA - THE OPEN SOURCE SOFTWARE**

**Venue: Teachers' Cyber Centre, Kalindi College**

Day – 1		:	January 07, 2019
<b>Inauguration:</b>			09.30 a.m.
<b>Welcome Address:</b> Dr. Anula Maurya, Principal, Kalindi College			
<b>Presentation of Concept Note:</b> Dr. Ruchi Tyagi, Coordinator, IQAC			
<b>Address by Chairperson:</b> Mr. Deepak Marwah, Chairman, Governing Body			
<b>Inaugural Address:</b> Prof. A.K. Bakshi, Founder Vice-Chancellor, PDM University, Bahadurgarh, Haryana			
Theme: e-Learning and MOOCs in Higher Education			
<b>Vote of Thanks:</b> Dr. Rakhee Chauhan, Member, IQAC Core Committee			
<b>Tea Break</b>			
Working Session	Resource Person	Department/Institution	Sub-Theme
11.30 – 1.30	Mr. Harvinder Singh	IT Head, Guru Nanak College of Education, New Delhi	Koha installation by Live DVD
<b>Lunch Break</b>			
2.00 – 3.30	Mr. Madhavender Abhinandan	Librarian, Information Resource Centre, GNIHE-CAMPUS, Guru Nanak Institute of Higher Education, Sonipat	Koha installation by Participants
<b>Tea Break</b>			
3.45 – 5.00	Mr. Praveen Kumar	Librarian, Guru Nanak College of Education, New Delhi	Koha web installer

Day – 2		:	January 08, 2019
Working Session	Resource Person	Department/Institution	Sub-Theme
9.30-11.00	Mr. Harvinder Singh	IT Head, Guru Nanak College of Education, New Delhi	<b>Customization</b> <ul style="list-style-type: none"> <li>• Create Members Category</li> <li>• Membership</li> <li>• Permission for member (Staff)</li> <li>• Create Items</li> <li>• Create Framework</li> </ul>
<b>Tea Break</b>			
11.30 – 1.30	Mr. Praveen Kumar	Librarian, Guru Nanak College of Education, New Delhi	<b>Cataloguing</b> <ul style="list-style-type: none"> <li>• Signal Book</li> <li>• Edit Record</li> <li>• Change Item Type</li> <li>• Add on Accession</li> </ul>
<b>Lunch Break</b>			

2.00 – 3.30	Mr. Madhavender Abhinandan	Librarian, Information Resource Centre, GNIHE-CAMPUS, Guru Nanak Institute of Higher Education, Sonipat	<ul style="list-style-type: none"> <li>• Multi Volume Book</li> <li>• E-Book</li> <li>• By Z39.50</li> </ul>
<b>Tea Break</b>			
3.45 – 5.00	Mr. Madhavender Abhinandan	Librarian, Information Resource Centre, GNIHE-CAMPUS, Guru Nanak Institute of Higher Education, Sonipat	<b>Barcoding</b> <ul style="list-style-type: none"> <li>• Barcode only</li> <li>• Barcode with Biblio</li> <li>• Spin Label</li> </ul>

<b>Day – 3 : January 09, 2019</b>			
<b>Working Session</b>	<b>Resource Person</b>	<b>Department/Institution</b>	<b>Sub-Theme</b>
9.30-11.00	Mr. Harvinder Singh	IT Head, Guru Nanak College of Education, New Delhi	<b>Circulation</b> <ul style="list-style-type: none"> <li>• Set Postfix Server</li> <li>• Set Mail Language</li> </ul>
<b>Tea Break</b>			
11.30 – 1.30	Mr. Praveen Kumar	Librarian, Guru Nanak College of Education, New Delhi	<ul style="list-style-type: none"> <li>• Set Library Rule</li> <li>• Set Global</li> <li>• Set Calendar</li> <li>• Issue and Return</li> <li>• Fine and other Charges</li> </ul>
<b>Lunch Break</b>			
2.00 – 3.30	Mr. Madhavender Abhinandan	Librarian, Information Resource Centre, GNIHE-CAMPUS, Guru Nanak Institute of Higher Education, Sonipat	<ul style="list-style-type: none"> <li>• Copy from web and Desktop</li> <li>• Self-Create</li> <li>• Use Condition in Report</li> </ul>
<b>Tea Break</b>			
3.45 – 5.00	Mr. Praveen Kumar	Librarian, Guru Nanak College of Education, New Delhi	<b>Customise Catalogue Framework</b> <ul style="list-style-type: none"> <li>• Ignore Extra Field</li> <li>• Move Field</li> <li>• Field Rename</li> <li>• Field Mandatory and Optional</li> <li>• Export Framework</li> <li>• Import Framework</li> </ul>


<b>Day – 4 : January 10, 2019</b>			
<b>Working Session</b>	<b>Resource Person</b>	<b>Department/Institution</b>	<b>Sub-Theme</b>
9.30-11.00	Mr. Madhavender Abhinandan	Librarian, Information Resource Centre, GNIHE-CAMPUS, Guru Nanak Institute of Higher Education, Sonipat	<b>Serial control</b>
<b>Tea Break</b>			
11.30 – 1.30	Mr. Harvinder Singh	IT Head, Guru Nanak College of Education, New Delhi	<b>OPAC</b> <ul style="list-style-type: none"> <li>• Header</li> <li>• Footer</li> <li>• NAV</li> </ul>
<b>Lunch Break</b>			
2.00 – 3.30	Mr. Praveen Kumar	Librarian, Guru Nanak College of Education, New Delhi	<b>OPAC</b> <ul style="list-style-type: none"> <li>• NEWS</li> <li>• Change Koha Images</li> <li>• Others</li> </ul>
<b>Tea Break</b>			
3.45 – 5.00	Mr. Praveen Kumar	Librarian, Guru Nanak College of Education, New Delhi	<b>Set Server IP User Interface (OPAC)</b>

			<ul style="list-style-type: none"> <li>• How to use OPAC</li> <li>• How to check user account</li> <li>• Others</li> </ul>
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Day – 5 : January 11, 2019			
Working Session	Resource Person	Department/Institution	Sub-Theme
9.30-11.00	Mr. Gaurav Parashar & Mr. Harvinder Singh	HD – MCA, INMANTEC, Ghaziabad; IT Head, Guru Nanak College of Education, New Delhi	<b>Backup</b> <ul style="list-style-type: none"> <li>• Manual Backup Create</li> <li>• Backup in Dropbox (In Mobile)</li> </ul>
<b>Tea Break</b>			
11.30 – 1.30	Mr. Gaurav Parashar	HD – MCA, INMANTEC, Ghaziabad	<b>Backup in Google Drive</b>
<b>Lunch Break</b>			
2.00 – 3.30	Mr. Gaurav Parashar & Mr. Praveen Kumar	HD – MCA, INMANTEC, Ghaziabad; Librarian, Guru Nanak College of Education, New Delhi	<b>Virtual Box</b> <ul style="list-style-type: none"> <li>• How to Install Virtual Box</li> <li>• How to Set Virtual Box</li> <li>• How to Install KOHA in Virtual Box</li> <li>• And others Setting</li> </ul>
<b>Tea Break</b>			
3.45 – 5.00	Mr. Gaurav Parashar & Mr. Madhavendra Abhinandan	HD – MCA, INMANTEC, Ghaziabad; Librarian, Information Resource Centre, GNIHE-CAMPUS, Guru Nanak Institute of Higher Education, Sonipat	<b>Virtual Box</b> <ul style="list-style-type: none"> <li>• How to Create Account</li> <li>• How to Set</li> <li>• How to Use</li> </ul>

Day – 6 : January 12, 2019			
Working Session	Resource Person	Department/Institution	Sub-Theme
9.30-11.00	Mr. Madhavendra Abhinandan	Librarian, Information Resource Centre, GNIHE-CAMPUS, Guru Nanak Institute of Higher Education, Sonipat	<b>Acquisition</b> <ul style="list-style-type: none"> <li>• Set and activate currency</li> <li>• Define Budget and Add fund</li> <li>• Give your suggestion through OPAC</li> </ul>
<b>Tea Break</b>			
11.30 – 1.30	Mr. Madhavendra Abhinandan	Librarian, Information Resource Centre, GNIHE-CAMPUS, Guru Nanak Institute of Higher Education, Sonipat	<ul style="list-style-type: none"> <li>• Add Vendor</li> <li>• Add a Basket</li> <li>• Receive the shipment from vendor</li> <li>• Start receiving item one by one</li> </ul>
<b>Lunch Break</b>			
2.00 – 3.30	Mr. Madhavendra Abhinandan & Mr. Praveen Kumar	Librarian, Information Resource Centre, GNIHE-CAMPUS, Guru Nanak Institute of Higher Education, Sonipat; Librarian, Guru Nanak College of Education, New Delhi	<b>Stock Verification</b>
<b>Tea Break</b>			
3.45 – 5.00	Mr. Praveen Kumar & Mr. Harvinder Singh	Librarian, Guru Nanak College of Education, New Delhi; IT Head, Guru Nanak College of Education, New Delhi	<b>Backup Replace</b> <ul style="list-style-type: none"> <li>• Backup Replace Same Version</li> <li>• Backup Replace New Version</li> <li>• Back Replace Old Version</li> </ul>

Day – 7		:	January 13, 2019
Working Session	Resource Person	Department/Institution	Sub-Theme
9.30-11.00	Mr. Praveen Kumar & Mr. Harvinder Singh	Librarian, Guru Nanak College of Education, New Delhi; IT Head, Guru Nanak College of Education, New Delhi	How to <b>create Live DVD</b> Your Running Server
<b>Tea Break</b>			
11.30 – 1.30	Mr. Madhavendra Abhinandan & Mr. Harvinder Singh	Librarian, Information Resource Centre, GNIHE-CAMPUS, Guru Nanak Institute of Higher Education, Sonipat; IT Head, Guru Nanak College of Education, New Delhi	<b>Password Change</b> <ul style="list-style-type: none"> <li>• Koha Admin</li> <li>• Mysql Server</li> <li>• Root Server</li> </ul>
<b>Lunch Break</b>			
2.00 – 3.30	Mr. Praveen Kumar	Librarian, Guru Nanak College of Education, New Delhi	<ul style="list-style-type: none"> <li>• Discussion on <b>Koha Bugs</b></li> <li>• How to secure your Koha server</li> <li>• Open Discussion</li> <li>• Feedback</li> </ul>
3.30 p.m. <b>Distribution of Certificates</b>			

  
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(University of Delhi)

East Patel Nagar, Delhi-110008

**NAAC Accredited with Grade 'A'**

E-mail: [iqac@kalindi.du.ac.in](mailto:iqac@kalindi.du.ac.in) / Phone: 011 25787604



## NAAC sponsored National Workshop on

*“Skill Enhancement at Institutions of Higher Learning: Training Today for Tomorrow”*

**11<sup>th</sup> January 2019**

### WORKSHOP SCHEDULE - LABORATORY STAFF

Time	Resource Person	Department	Sub-Theme	Venue
10.00 – 11.30	Dr. Sudesh Bhardwaj Dr. Ranjana Roy Mishra	Assistant Professors, Department of Botany, Kalindi College	Tools and Techniques used in Plant Sciences	Botany Lab
	Dr. Priyanka Bidhuri	Assistant Professors, Department of Chemistry, Kalindi College	Basic technique used in Chemistry laboratory- Demonstration	Chemistry Lab
	Dr. Punita Verma	Associate Professors, Department of Physics, Kalindi College	Basics of laboratory apparatus	Physics Lab
	Dr. Varsha Singh	Assistant Professors, Department of Zoology, Kalindi College	New Generation Instruments	Zoology Lab
<b>TEA BREAK</b>				
11.45 – 1.30	Dr. Sudesh Bhardwaj Dr. Ranjana Roy Mishra	Assistant Professors, Department of Botany, Kalindi College	Tools and Techniques used in Plant Sciences - Demonstration	Botany Lab
	Dr. Shilpika Bali Mehta	Assistant Professor, Department of Chemistry, Kalindi College	Basic technique used in Chemistry laboratory	Chemistry Lab
	Dr. Rachna Kumar, Dr. Pushpa Bindal Dr. Seema Gupta	Associate Professors, Department of Physics, Kalindi College	Overview of Mechanics and Thermal experiments including hands on practice	Physics Lab
	Dr. Shanuja Beri	Assistant Professors, Department of Zoology, Kalindi College	Spectroscopy	Zoology Lab
<b>LUNCH</b>				
2.00 – 4.00	Dr. Sudesh Bhardwaj Dr. Ranjana Roy Mishra	Assistant Professors, Department of Botany, Kalindi College	Tools and Techniques used in Plant Sciences - Demonstration	Botany Lab
	Dr. Swati Aggarwal	Assistant Professors, Department of Chemistry, Kalindi College	Basic technique used in Chemistry laboratory- Demonstration	Chemistry Lab
	Dr. Rachna Kumar Dr. Pushpa Bindal Dr. Seema Gupta	Associate Professors, Department of Physics, Kalindi College	Physics behind Electricity and Optics labs with hands on session and troubleshooting	Physics Lab
	Dr. K. Vandana Rani	Assistant Professor, Department of Zoology, Kalindi College	Protein Characterization	Zoology Lab

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**NAAC sponsored Seven-Day National Workshop on**  
***“Skill Enhancement at Institutions of Higher Learning: Training Today for Tomorrow”***  
**From 07<sup>th</sup> January to 13<sup>th</sup> January 2019.**

## **FACULTY DEVELOPMENT PROGRAMME**

### **REPORT**

**Day – 1**

**:**

**January 07, 2019**

**Inauguration:**

**09.30**

a.m.

**Welcome Address:** Dr. Anula Maurya, Principal, Kalindi College

**Presentation of Concept Note:** Dr. Ruchi Tyagi, Coordinator, IQAC

**Address by Chairperson:** Mr. Deepak Marwah, Chairman, Governing Body

**Inaugural Address:** Prof. A.K. Bakshi, Founder Vice-Chancellor, PDM University, Bahadurgarh, Haryana

Theme: e-Learning and MOOCs in Higher Education

**Vote of Thanks:** Dr. Rakhee Chauhan, Member, IQAC Core Committee



### **Tea Break**

**Session:** - Content Design ,Development and Delivery

**Resource Person:** Prof. K. Srinivas, Head, ICT & Project Management, National Institute of Education Planning and Administration (NIEPA)

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**Participants:** Teaching Staff

**No. of Participants:** 18

All TEN sessions on content design, development and delivery were taken by Prof. K. Srinivas, Head of ICT and Project Management division of National Institute of Education Planning and Administration (NIEPA). A total of 18 staff members attended these sessions which include participants from Kalindi College as well as from other colleges of Delhi University.

The details of the sessions are as follows:

**Day – 1      January 07, 2019**

**SESSION -1**

Digital Initiatives of GOI in Higher Education : SWAYAM, SWAYAMPRAHA, NDL, NAD [**Hands-on Practice**]

**SESSION -1I**

Blended Learning / Flipped Class Room [**Hands-on Practice**]

**SESSION -1II**

OER: Concept & Licensing [**Hands-on Practice**]

**SESSION -1V**

MOOCs: Conceptual Design: Inputs



**Day – 2**

**:**

**January 08, 2019**

**Session: -** Content Design ,Development and Delivery

**Resource Person:** Prof. K. Srinivas, Head, ICT & Project Management, National Institute of Education Planning and Administration (NIEPA)

**No. of Participants:** 18

**SESSION -1**

Video Content Development [ **Quadrant-1**] [**Hands-on Practice**]

**SESSION -1I**

E-Content Development [ **Quadrant-2**] [**Hands-on Practice**]

**SESSION -1II**

Designing MOOC Through **MOODLE SOFTWARE** [**Hands-on Practice**]

**SESSION -1V**

Delivering a MOOC Through **MOODLE SOFTWARE** [**Hands-on Practice**]





**SESSION -1**

Theme: - **Journey from Teacher to Mentor**

Resource person: - **Mr. Beni Kinha**, Founder of Nectar Factor Foundation

Highlights of Session: -

Mr. Beni Kinha discussed about the role of Teacher as Mentor. Teacher gives back to society. Teacher need to think about whom to teach, what to teach, why teach, how much teach, the way to teach before entering the class and teacher should prepare the students for future and see the progress of every students. Teacher should create Curiosity than cautious. Teacher should assist students as mentor in learning and growth in the field. Teacher as Mentor should motivate students by setting a good example and should give values to collaboration than competition. Teacher as mentor should have willingness to share skills, Knowledge and Expert and act as a positive role model and should take a personal interest in the Mentoring relationship. Teacher should give value to ongoing learning and growth in the field. A good mentor should possess excellent communication skills. Teacher as a mentor requires empowering the students to develop their strength, beliefs and potentiality and personal attitudes.

**SESSION -1I**

Topic: **Workplace Ethics**

Resource person: **Dr. Sunaina Kanojia**, Associate Professor, Department of Commerce, Delhi School of Economics

The speaker apprised the participants about what do we mean by workplace ethics and why are they important in any organization. The major topics discussed during the session were:

- Desirable traits in employees
- Journey towards workplace ethics- Our habits lead to success/ failure which creates our attitude and our inner self-attitude leads us to be ethical at workplace.
- Habits that makes someone successful
  - Act Proactively
  - Begin with the Specific goals
  - Prioritize the activities such that they lead us to our interim goals and life goals
  - Think of win-win situation- Develop abundance mentality and avoid scarcity mentality
  - Gain from synergy by working as a team
  - Sharpen your saw by focusing on improvement of one's skill set which includes physical, social/emotional, mental, and spiritual capabilities to have balance in life.
- Code of Ethics in University of Delhi (Ordinance XII)

The speaker further interacted with the participants and answered their queries.

**SESSION -1II**

Topic: **Research Methodology**

Resource person: **Dr. Nilotpal Ghosh**, Scientist E, Physical Sciences, at Science and Engineering Research Board (SERB), Department of Science and Technology, New Delhi.

Highlights of Session:

Dr. Nilotpal Ghosh was the speaker of the afternoon session. He introduced the audience to the various research funding opportunities provided by SERB which are available for college teachers. He spoke at length about the various stages of evaluation that a submitted project proposal undergoes in SERB. He elucidated the various technical requirements for submitting a proposal for funding in SERB. Most importantly, the speaker kindly answered the queries from members of the audience regarding various aspects of funding proposals in as much detail as possible. In cases, such as Biotechnology, which do not come under his direct jurisdiction, he provided the names of the concerned persons in SERB

**SESSION -I**

Topic: **Introduction to Intellectual Property Rights**

Resource person: Mr. Varun Sharma, Partner at Dev Jure and InProRi Intellectual Property Consultants.

Highlights of Session:

Mr. Varun Sharma was the speaker of the 1<sup>st</sup> session. He talked about “Introduction to Intellectual Property Rights”. He explained about Patents, Trade Mark, Designs, Copyright, Geographical Indications and Trade Secrets. He gave very relatable examples to explain about each term. He further talked about Resource Credit He explained the terms Subjects, Novelty/uniqueness, Distinction/Inventiveness and Tenure. He explained how one can extend the life of patent and copyright. He also explained the difference between patent and copyright. He made the audience familiar with the steps of patents and types of patents, how one can file a patent.

**SESSION -II**

Topic: **Copyright & Piracy**

Resource person: Mr. Sanjib K. Mohanty, Advocate at Supreme Court of India and also visitor faculty at Law Department of DU.

Highlights of Session:

The speaker of 2<sup>nd</sup> session was Mr. Sanjib K. Mohanty. The topic of his talk was “Copyright & Piracy”. He gave very much information about the various cases running in the court related to copyright and piracy to make the topic clear. He told about the rights of owner of copyright. He also talked about the laws and history of copyright and piracy. He explained what can be and what can't be copyright, like ideas, facts, discoveries, operation methods and principles etc. He made the audience about the facts that one can do in case of piracy and copyright law violation. The session was very informative.

**SESSION -III**

Topic: **Significance of Patents for Indian Women**

Resource person: Ms. Richa Pandey, Patent Attorney and a Partner with Krishna and Saurastri Associates, Delhi (Gurgaon) office,

Highlights of Session:

After a brief introduction about Intellectual property, Ms. Richa Pandey discussed about Geographical Indicators. She also discussed about Plant Variety Protection. Further she talked about the ‘John Doe’ order or the “Ashok Kumar” order which are directed against persons or groups that are not identifiable. She also discussed about a Convention Application and a Patent Convention Treaty (PCT) International Application for seeking patent protection internationally. She further discussed about inventions which are not patentable. Then she talked about role of Women in IP.


**SESSION -IV**

Topic: **Recent Trends in IPR: Patent Office Perspective**

Resource person: Shri Shriman Asthana, Assistant Controller of Patents & Designs, Patent Office, Delhi.

Highlights of Session:

The talk focussed on Recent Trends in IPR: Patent Office Perspective. He briefed the participants about the procedural aspects of filling patents. He also gave an overview about the functioning of Patent Office in India and the fee structure for filling Patents. He discussed about career options in the area of patent law, specifically with regard to the Patent Office. He concluded by taking queries of the participants regarding the process of filling of a patent application.

  
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**SESSION -1**

Topic: **Research in electronic information environment**

Resource person: Dr. Rajesh Singh

Highlights of Session:

The lecture on "**Research in electronic information environment**" by Dr. Rajesh Singh was astounding and very informative. He demonstrated how to increase the visibility of one's research work through optimal utilization of search engines like Google Scholar, Scopus and Research Gate. He explained the benefit of using advanced search option in web browsers (Chrome etc.) for segregating relevant information from the stack of inconsequential data available on the internet. He elucidated the wealth of Delhi University Central Library system and its vast supplies of research articles in varied fields and subjects. He also shared an extensive list of sites to download different research papers/articles, e-books and submitted Ph.D. thesis.

**SESSION -1I**

Topic: **Research Metrics: h-index and impact factor**

Resource person: Dr. Rajesh Singh

Highlights of Session:

The lecture on "Research Metrics: h-index and impact factor" was very conducive. The information imparted by him on the topic is crucial for any researcher to uphold and increase the credibility of his/her work. His step by step explanation on "How to avoid plagiarism" was very propitious. Overall, his talks were well structured and seemed essential for all faculty members actively involved in research.

**SESSION -1II & SESSION -1V**


Topic: **ICT in Research - Workshop on LATEX**

Resource person: Ms. Sunita Sharma, Assistant Professor, Mathematics Department, Kalindi College

Highlights of Session:

These two sessions were taken by Ms. Sunita Sharma, Assistant Professor, Mathematics Department, Kalindi College. The session focussed on the use of ICT in Research by introducing and training the participants on the typesetting software Latex. During the first session she discussed about typesetting and its importance. She also discussed how Latex can be used for good typesetting and making presentations by academicians and researchers of varied disciplines and not just Sciences. She also gave an outline of the commands used in Latex using for writing research papers and books.

During the second session, participants were given hands on training on Latex, where they learnt about various commands and how to create their own documents in Latex. Various sample templates were provided to the participants to facilitate them to develop their own documents.

  
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**SESSION -I**

Topic: Assessment & Accreditation Framework of NAAC

Resource person: Dr. Pratibha Singh, Deputy Advisor, North Region, National Assessment & Accreditation Council (NAAC)

Highlights of Session:

The session covered important aspects concerning the latest Assessment & Accreditation Framework of NAAC. While providing a snapshot of the entire accreditation process, she highlighted that the revised process being adopted from July 2017 is an outcome of the feedback received by NAAC over a long period and is in continuance of the NAAC's concern for ensuring that its processes are in tune with local, regional and global changes in higher education scenario. The main focus of the revision process has been to enhance the redeeming features of the accreditation process and make them more robust, objective, transparent and scalable as well as make it ICT enabled.

**SESSION -II**

Topic: Best Practices in Institutions of Higher Education

Resource person: Dr. Deepak Sharma, Associate Professor, Sri Guru Nanak Dev Khalsa College, New Delhi

Highlights of Session:

The speaker shared his experiences as the Convenor of the Internal Quality Assurance Cell of his institution. He communicated his understanding of the concept of 'Best Practices' in Institutions of Higher Education. He presented several examples of best practices being followed at various higher education institutions across the country. The session ended with a group exercise and discussion of best practices in an institution concerning sanitation, library resources, alumni etc.

**SESSION -III**

Topic: **ICT in Research-** Funding Opportunities in Social Science Research

Resource person: Dr. Upendra Chaudhary, Director, ICSSR

**SESSION -IV**


Topic: **ICT in Research** : How to write a good proposal

Resource person: Dr. Upendra Chaudhary, Director, ICSSR

Highlights of Session II & Session IV:

Dr. Upendra Chaudhary, Director, ICSSR was the speaker of post lunch 2 sessions. He elaborately shared about the ample funding opportunities in various fields like seminars, projects, publications, fellowships etc. across disciplines- discipline, inter-discipline, multi-discipline and trans- discipline in ICSSR, Delhi regional office as well as in its 26 branches in other parts of India. ICSSR is one of the biggest funding organisations in India in social sciences research. The Director stressed that presently the institute is focusing on interdisciplinary subjects. The director even discussed which the grey areas the researchers should look in are. He spoke about travel grant for international conferences and also grant for research methodology workshops for researchers.

Besides, the resource person taught how to write a good funding project proposal and report preparation. He elaborated on context, rationale, objective, hypothesis etc. Both the sessions were extremely useful for academic benefits of all the participants.

  
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**SESSION -I & SESSION -II**

Content Design ,Development and Delivery

Resource Person: Prof. K. Srinivas, Head, ICT & Project Management, National Institute of Education Planning and Administration (NIEPA)

No. of Participants: 18

**SESSION -I**

Delivering a MOOC Through **MOODLE SOFTWARE** [Hands-on Practice]

**SESSION -II**

Delivering a MOOC Through **MOODLE SOFTWARE** [Hands-on Practice]

**VALEDICTORY SESSION**

11.30 a.m. onwards

**Welcome Address:** Dr. Aunla Maurya, Principal Kalindi College

**Workshop Report:** Dr. Rakhee Chauhan, Member, IQAC Core Committee

**Valedictory Address:** Prof. Devendra Pathak, Vice-Chancellor, Indore, Madhya Pradesh

**Distribution of Certificates**

**Vote of Thanks:** Dr. Tarkeshwar, Member, IQAC Core Committee



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## NAAC sponsored Seven-Day National Workshop on

*“Skill Enhancement at Institutions of Higher Learning: Training Today for Tomorrow”*

**From 07<sup>th</sup> January to 13<sup>th</sup> January 2019.**

## **TRAINING WORKSHOP FOR LIBRARY PROFESSIONALS**

## **KOHA - THE OPEN SOURCE SOFTWARE**

## **REPORT**

Day – 1	:	January 07, 2019
<b>Inauguration:</b> 09.30 a.m. <b>Welcome Address:</b> Dr. Anula Maurya, Principal, Kalindi College <b>Presentation of Concept Note:</b> Dr. Ruchi Tyagi, Coordinator, IQAC <b>Address by Chairperson:</b> Mr. Deepak Marwah, Chairman, Governing Body <b>Inaugural Address:</b> Prof. A.K. Bakshi, Founder Vice-Chancellor, PDM University, Bahadurgarh, Haryana Theme: e-Learning and MOOCs in Higher Education <b>Vote of Thanks:</b> Dr. Rakhee Chauhan, Member, IQAC Core Committee		
<b>Tea Break</b>		
<p>Mr Harvinder Kumar, IT Head, Guru Nanak College of Education, was the speaker for the Ist session after inauguration. Mr Harvinder talked about Koha: an open source software and secondly practical demonstration on How to Install Koha by Live DVD.</p> <p>In Post Lunch Session, Mr Madhavender Abhinandan, Librarian, Information Resource centre, Guru Nanak Institute of Higher Education, Sonipat gave hands on training to the 27 participants of Koha Installation.</p> <p>Mr Praveen Kumar, Librarian, Guru Nanak College of Education, New Delhi Talked about Koha Web Installer followed by hands on training by the participants.</p>		
Day – 2	:	January 08, 2019
<p>The second day session began at 9.30 am and Mr Praveen Kumar Talked and gave hands on training for customisation in Koha for creating members, how to set permission for members, how to create items, frameworks for membership.</p> <p>In second session Mr Madhvender gave overview of cataloguing modules in Koha i.e how to edit record, change item type and accession number addition etc along with practical practice by the participants.</p> <p>On second day post lunch session was started by Mr Harvinder Singh. He gave hands on training of entry of multi volume book, for E-Book and by Z39.50. In Second session Mr Harvinder talked on how to create three types of Barcode for books ie, Plain Barcode, Barcode with bibliographical detail and spine label. At the end also Mr Praveen had open discussion with the participants and resolved their queries.</p>		
Day – 3	:	January 09, 2019
<p>Mr Madhavender Abhinandan started the first session on the third day of the workshop. Mr Madhavender talked about How to create Circulation module in Koha, How to set postfix Server and set mail language.</p> <p>Mr Praveen Further carried the session of circulation module and practically demonstrated how to set library rule, set calendar, Issue and Return of documents, fine related aspect in the module followed by hands on training where participants created their own module with all features and practiced issue return of document and collected fine on overdue book etc</p>		

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Post-lunch session was taken by Mr Harvinder Singh where he talked about how to copy data from web in the software and same on the desktop. He also talked about the how to use condition in preparing report as per requirement.

After evening tea, Mr Praveen started the session where he demonstrated how to customise Catalogue Framework along with how to export and import data in the software. He had open discussion with the participants and resolved their queries about circulation module.

#### Day – 4

:

January 10, 2019

The fourth day session was started by Mr Madhavender on Serial Control i.e. related to data entry of journals and magazine. How to add Vendor, subscription process, ordering and the receiving of issue. In the next session Mr Praveen told about the Online Access Public Catalogue. In OPAC participant were told and later practically hands on training was done by them on how to add header, footer and NAV.

Post-Lunch Session was given by Mr Harvinder on OPAC other features like how to give news in the OPAC for the users, how to changes images, logo, colour coordination and further participants practiced and created OPAC for their library. After Tea, Mr Harvinder demonstrated how to set IP of Server and Mr Madhavender taught on how to use OPAC and how to check user account etc. Mr Madhvender had open discussion with the participants and resolved their queries if any related to serial control

#### Day – 5

:

January 11, 2019

The Fifth day session on Backup was started by Mr Praveen Where he demonstrated how to take manual backup and How to create Dropbox account and to take backup on Dropbox accessible on mobile also. The participants created Dropbox account and opened on mobile as well as desktop and back up manually was also taken by them. Mr Harvinder told the participant how to take backup on Google drive and how to create account also. The participant practiced that too

Post lunch session was on Virtual Box which was taken by Mr Madhavender where he practically demonstrated on how to Install Virtual Box, setting of virtual box and how to install Koha on virtual box and other setting on virtual box. The participants were very eager to learn that. Mr Harvinder later on made the participants practiced on Virtual box and helped them in creating the account, making the setting and how to use it. He had open discussion with the participants and resolved their queries about Virtual Box.

#### Day – 6

:

January 12, 2019

The session was started by Mr Madhavender and Topic was Acquisition Module. He told participants how to set and activate setting for acquisition module in Koha eg. How to set and activate currency, how to define budget and add fund and how users can give suggestion through OPAC.

After tea Mr Praveen demonstrated the participants on how to add vendor in acquisition module, add a basket, how to receive books from vendor and further acquisition process. Later on Mr Harvinder and Mr Gaurav Parashar demonstrated on how to replace Backup in the same version, New Version and old version. He had open discussion with the participants and resolved their queries about acquisition module.

#### Day – 7

:

January 13, 2019

The seventh day session was started by Mr Harvinder demonstrated on how to create live DVD from your running server. Mr Praveen demonstrated on how to change password of admin, server of both mySQL and root. The participants practiced the same. Later on Mr Gaurav discussed about Koha Bugs and how to secure Koha server and had open discussion with the participants and solved their queries related to security of server etc.

Feedback form was filled by the participants and later on proceeded to Valedictory session.

3.30 p.m. **Valedictory session** (Details given in Faculty Development Programme)

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## NAAC sponsored Two-Day National Workshop on “Skill Enhancement at Institutions of Higher Learning: Training Today for Tomorrow” 07<sup>th</sup> - 08<sup>th</sup> January 2019

### **TWO-DAY TRAINING WORKSHOP for ADMINISTRATIVE STAFF** **REPORT**

Day – 1	:	January 07, 2019
<b>Inauguration:</b> 09.30 a.m. <b>Welcome Address:</b> Dr. Anula Maurya, Principal, Kalindi College <b>Presentation of Concept Note:</b> Dr. Ruchi Tyagi, Coordinator, IQAC <b>Address by Chairperson:</b> Mr. Deepak Marwah, Chairman, Governing Body <b>Inaugural Address:</b> Prof. A.K. Bakshi, Founder Vice-Chancellor, PDM University, Bahadurgarh, Haryana Theme: e-Learning and MOOCs in Higher Education <b>Vote of Thanks:</b> Dr. Rakhee Chauhan, Member, IQAC Core Committee		
<b>Tea Break</b>		
<b>Session II</b> Topic: <b>E-governance and Document Record Management</b> Resource person: <b>Dr. Keyaa Mukherjee</b> , Office Superintendent, Maniben Nanavati Women's College, Mumbai The speaker informed the participants about the benefits of office automation and also explained step by step procedure for moving towards automation. The various topics discussed were: <ul style="list-style-type: none"> <li>Streamlining of physical files- sorting, labeling, followed by numbering and colour coding</li> <li>Discarding obsolete papers</li> <li>Using recycled papers for examinations and other areas wherever possible to be cost effective</li> <li>Development of customized software for official records, inward/outward correspondence, E-service record management system, Inventory management system</li> </ul> She further apprised the participants that by adopting the above procedure, their college was able to reduce the usage of papers from about 4500 rims annually to just few hundred rims on annual basis. It was a very informative session as all organizations are in the process of moving towards digitization, and this made all the participants aware of the path to be followed for the same.		
<b>Session III</b> Theme: - <b>Introduction to leave Rules, Allowances, health/medical guidelines, General services rule</b> Resource Person: - <b>Dr. Rohan Rai</b> Designation: - Deputy Registrar- Academic and Desk Branch, University of Delhi No of participants: - 21 Highlights of Session: - The Presentation was very informative for Admin staff. He talked about General conditions of services. <ul style="list-style-type: none"> <li>Methods of Recruitments – By Direct Recruitments; By Promotion; By appointment of employees borrowed from Government department and other institutions.</li> <li>Re-employment in services Beyond the date of retirement</li> <li>Probation and confirmation</li> <li>Termination of services</li> <li>Retirements</li> </ul>		

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- Resignation
- Services books
- Annual performance appraisal report
- Right to leave- leave cannot be claimed as of right
- Kinds of leaves
- Leaves on medical ground
- Re-joining of duty before the expiry of leave
- Increment during leave
- Special casual leave for participation in sports and cultural activities
- Rules:- Every employees shall at all time maintains absolute integrity - Maintain devotion to duty
- Immovable property
- Revoking of suspension
- Major and minor penalties
- Appointing authority, disciplinary authority and appellate authority
- Procedure for imposing penalties

**Day – 2**

**:**

**January 08, 2019**

### **Session I**

Topic: **Good Governance**

Resource person: **Dr. Vikas Gupta**, Senior Director, National Testing Agency

The session enlightened the participants about the concept of governance and why good governance is important for the organizations. The following aspects were covered in detail:

- Parameters of good governance
- Evolving governance development plan
- Decision-making and good governance
- Self-review of current governance practices
- Characteristics of good governance (Accountable, Transparent, Follow rule of Law, Responsive, Equitable & Inclusive, Effective & Efficient, Participatory, Consensus Oriented)
- Strategies for good governance (Reorienting Priorities, Strengthening structure, Appropriate reforms, Enhancing service capacity, Forging new alliance, Framework for Co-operation)
- Critiques of governance
- Initiatives taken for good governance
- E-governance

It was a very informative session and ended with the question answer session with participants.

### **Session II**

Theme: **General Service Rules**

Resource Person: *Mr. Yogesh Dwivedi*, Deputy Director (Coord.), Department of Personnel & Training, Institute of Secretariat Training & Management (ISIT), JNU Campus (Old), New Delhi

No. of Participants: 21

Highlights/Objectives of Session

Mr. Yogesh Dwivedi gave an overview of General Service Rules. The topic was covered with details on various aspects such as:

- Various types of posts
- Increments/ grade change/ promotions
- Working-hours and overtime allowance
- Types of holidays
- Leave rules
- CPF/ GPF/ NPS
- Employees' gratuity scheme
- Medical reimbursement rules
- Leave travel concession/home travel concession

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The session was followed by an active Question and Answer interaction. The presentation was highly informative for the participants. The feedback was taken after the completion of technical session.

### Session III

Theme: **Financial Management**

Resource Person: *Mr. Vadali Rambabu*, Joint Director, Department of Personnel & Training, Institute of Secretariat Training & Management (ISIT), JNU Campus (Old), New Delhi

No. of Participants: 21

Highlights/Objectives of Session

Mr. Vadali Rambabu gave an overview of GENERAL FINANCIAL RULES, 2017. The topic was covered with details on various aspects such as:

- Standards of financial propriety
- Delegation of financial powers
- Budget preparation and control
- 6-tier accounting classification
- Loss of govt. Property due to fire, theft, fraud etc.
- Public financial management system (rule 86)
- Public procurement as per GFR, 2017
  - Sources of policies
  - What is new in GFR 2017?
  - Basic aims of procurement
  - Principles of Public Procurement
  - Government e-Marketplace
  - Procurement of goods
  - Procurement of services

A good deal of the discussions was done on GEM (Government e-Marketplace). The session was followed by an active Question and Answer interaction. The presentation was highly informative for the participants. The feedback was taken after the completion of technical session.

### Session IV

Theme: Administration and Institutional Managements- RTI

Resource Person: *Dr Tarkeshwar Gautam*, PIO, Kalindi College (University of Delhi), New Delhi

No. of Participants: 21

Highlights/Objectives of Session

Dr. Tarkeshwar Gautam gave an overview of all the sections of RIGHT TO INFORMATION ACT, 2005. The topic was covered with details on various aspects such as:

- Uniqueness of the Act
- History of RTI Act 2005 in India
- Obligations of public authorities
- Designation of Public Information Officer
- Request for obtaining information
- Disposal of request
- Exemption from disclosure of information
- Grounds for rejection to access in certain cases
- Severability
- Third Party Information
- Powers and functions of Information Commission
- Appeal
- Penalties

The session was followed by an active Question and Answer interaction. The presentation was highly informative for the administrative staff. The feedback was taken after the completion of technical session.

**Distribution of Certificates to External Participants**

**Special Session : January 10, 2019**

Theme: **Good Governance : Experiences at JNU**

Resource Person: Mr. Ravi Kant Sinha, Assistant Registrar, Jawaharlal Nehru University, New Delhi

No. of Participants:

Highlights/Objectives of Session

Mr. Sinha explained the nitty-gritties of good governance and explained his experiences of complete automation and digitalization at Jawaharlal Nehru University



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## NAAC sponsored National Workshop on

*“Skill Enhancement at Institutions of Higher Learning: Training Today for Tomorrow”*

**11<sup>th</sup> January 2019**

## ONE-DAY TRAINING WORKSHOP FOR LABORATORY STAFF

### REPORT

Kalindi College Internal Quality Assurance Cell Organized a One day "Training for Laboratory Staff" on 11<sup>th</sup> January 2019 Science laboratory staff. A total of 29 staff members participated in the training programme (Physics-11, Chemistry-10, Botany -04 and Zoology-04). The session wise resource person details of each department is attached with the report. After compiling the feedback of each participants we can surely say that the event was successful and informative.

**January 11, 2019**

**Department of Botany**

#### **SESSION -I**

**Theme:** Tools and Techniques used in Plant Sciences

**Resource Person:** Dr. Ranjana Roy Mishra, Assistant Professor, Department of Botany, Kalindi College

**No. of Participants:** 04

**Highlights/Objective of the session:**

In the session, a power point presentation was given by Dr. Ranjana Roy Mishra describing

- 1 How to make percentage solutions
2. Molar solutions
3. Buffers

Difference between stock and working solution was described and Calculation were explained. An interactive discussion was held to make the concept clear. Phosphate buffer and their making was described using monobasic and dibasic salts.

Storage and labelling of chemicals as well as their biohazard aspects were discussed. Special emphasis was given on carcinogenic chemicals like Benzene, Ethidium Bromide and Ninhydrin, their handling and disposal. Biohazard symbols were discussed and how to recognize them on bottle was made clear. Different glasswares and equipments used in laboratory were explained in detail with their proper terms and usage. They included autoclavable and non autoclavable screw cap bottles, Amber bottles, Falcon tubes, centrifuge tubes, magnetic beads, Retriever, Water Distillation unit, Magnetic stirrer, pH meter Micropipette, Microtips, Microcentrifuge tubes, Autoclave, Laminair flow, BOD incubator, shaker, DNA and Protein electrophoresis units, power supplies, UV transilluminator, microbiology techniques etc. Their Biosafety aspects were also discussed simultaneously. Different types of Microscopes, staining methods and Preservation of specimens via different fixatives was also explained.

#### **SESSION -II**

**Theme:** Tools and Techniques used in Plant Sciences

**Resource Person:** Dr. Sudesh Bhardwaj, Assistant Professor, Department of Botany, Kalindi College

**No. of Participants:** 04

**Highlights/Objective of the session:**

Dr. Sudesh Bhardwaj explained and demonstrated working of microscopes, staining methods, Luxmeter, and Vegetation analysis by quadrat method.

#### **SESSION -III**

**Theme:** Tools and Techniques used in Plant Sciences

**Resource Person:** Dr. Ranjana Roy Mishra, Assistant Professor, Department of Botany, Kalindi College

*Naina*

**No. of Participants:** 04

**Highlights/Objective of the session:**

A hands on session was held by Dr. Ranjana Roy Mishra on handling of Micropipettes and working in Laminar flow.

At the end a discussion was held about the limitations and strength of our laboratory staff. A feedback was also taken after the end of the workshop.

**Department of Chemistry**

**SESSION -I**

**Theme:** Instrument Handling in Chemistry Laboratory

**Resource Person:** Dr. Priyanka Bhiduri, Assistant Professor, Department of Chemistry, Kalindi College

**No. of Participants:** 10

**Highlights/Objective of the session:**

It was initiated by the general talk on various types of laboratory glassware, tools, apparatus and electronic devices in chemistry laboratory.

The usage, care, actual weighing process and errors in weighing by electronic balance were discussed.

The demonstration was given on the types of electrodes and operation of instruments like pH- meter, potentiometer and conductivity meter. The participants performed acid – base titration by using conductometer.

**SESSION -II**

**Theme:** crystal structure

**Resource Person:** Dr. Shilpika Bali Mehta, Associate Professor, Department of Chemistry, Kalindi College

**No. of Participants:** 10

**Highlights/Objective of the session:**

This session started with a short lecture on crystal structure, structural features influencing the boiling and melting points of pure substances and the effect of impurity on these.

The uses of recrystallization and importance of purity were discussed along with boiling point and melting point as a criterion for purity and identification.

The participants were given hands-on training in crystallization using various solvents. This was followed by melting point determination using kjehldahl and electronic apparatus. For liquids, boiling point determination was done by distillation method followed by kjehldahl method.

**SESSION -III**

**Theme:** (i) Preparation of solutions in Chemistry Laboratory for various experiments, (ii) Cleaning techniques for some Basic Laboratory Apparatus, (iii) Reagent Preparation.

**Resource Person:** Dr. Swati Aggarwal, Assistant Professors, Department of Chemistry, Kalindi College

**No. of Participants:** 10

**Highlights/Objective of the session:**

Solution preparation for solid as well as liquid chemicals was explained in detail with the description of calculations involved. Concept of Normality, Molarity, Equivalent weight, Molecular Weight, n-factor were discussed with the explanation of standard solutions.

Techniques used in cleaning of vacuum filtration pump and distillation plant were explained. Use of Fire extinguisher in the chemistry Laboratory was discussed and recommended which is an important requirement. For preparation of various reagents, procedures were given with appropriate points to be taken care.

**Department of Physics**

**Resource Person:** Dr. Pushpa Bindal, Dr. Rachna Kumar, Dr. Seema Gupta and Dr. Punita Verma, Department of Physics, Kalindi College, University of Delhi

**No of Participants:** Total of 13 from Kalindi College, St. Stephens College, Hindu college

**SESSION -I**

**Theme:** Basics of Laboratory Apparatus

**Resource Person:** Dr. Punita Verma

**No. of Participants:** 12

**Highlights/Objective of the session:**

The talk was basically focused on the basics of electronic components, circuits and devices. The participants were familiarized with basic instruments like vernier calipers, screw guage etc. The presentation was highly

motivational for the lab staff. The feedback was taken after the completion of technical session. They were taught about how to manage instruments in labs and their roles in the lab.

### SESSION -II

**Theme:** Overview of Mechanics and Thermal experiments including hands on practice

**Resource Persons:** Dr. Rachna Kumar, Dr. Pushpa Bindal & Dr. Seema Gupta; Associate Professors, Department of Physics, Kalindi College

**No. of Participants:** 12

**Highlights/Objective of the session:**

The talk was basically focused on the basic physics of Mechanics and Thermal experiments that run in various B.Sc. Hons. Physics and B.Sc. Physical Sciences. Basics of Mechanical & Thermal instruments and apparatus used in Physics Laboratory have been discussed along with possible sources of errors. The participants were given a know-how about least counts, back lash errors, zero errors, working principles of experiments done in thermal and mechanics labs, their procedures etc. Basic Physics involved in the concerned experiments was also explained. Precautions that should be taken while performing experiments were discussed. Lab staff was also guided how to do trouble shooting in various experiments which was highly appreciated.. The feedback was taken from all the participants after the technical session was over.

### SESSION -III

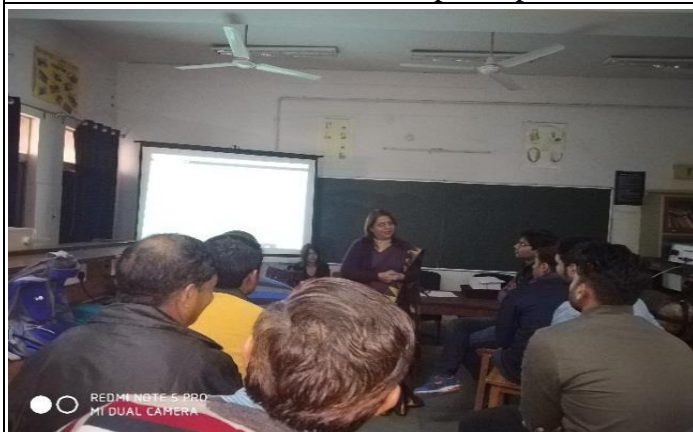
**Theme:** Physics behind Electricity and Optics labs with hands on session and troubleshooting

**Resource Person:** Dr. Rachna Kumar, Dr. Pushpa Bindal & Dr. Seema Gupta; Associate Professors, Department of Physics, Kalindi College

**No. of Participants:** 12

**Highlights/Objective of the session:**

The talk was basically focused on the basic physics behind various experiments of Optics and Electricity and magnetism labs. The participants were given a know-how about working principle of instruments like, spectrometer along with discussion on Schuster's focusing. Procedure and basic Physics of electricity and optics experiments were explained. After the talk there was a hands on session. Participants were given an exposure on actual experimental set-ups which was based on what they learnt in technical sessions. The feedback was taken from all the participants after the technical session was over.





## Department of Zoology

### SESSION -I

**Theme:** New Generation Instruments

**Resource Person:** Dr. Varsha Singh, Assistant Professor, Department of Zoology, Kalindi College

**No. of Participants:** 04

**Highlights/Objective of the session:**

Dr. Varsha gave the maintenance and safety measures for the scientific instruments such as Microscope, autoclave, pH meter, ELISA reader etc. the lecture was delivered in the PPT and hands on demonstration was given.

### SESSION -II

**Theme:** Spectroscopy

**Resource Person:** Dr. Shanuja Beri, Assistant Professor, Department of Zoology, Kalindi College

**No. of Participants:** 04

**Highlights/Objective of the session:**

Dr. Shanuja gave the details of the Spectroscopy instrument, its working principle and data handling. She also gave demonstration and hand on training about the Spectroscopy instrument.

### SESSION -III

**Theme:** Protein Characterization

**Resource Person:** Dr. K. Vandana Rani, Assistant Professor, Department of Zoology, Kalindi College

**No. of Participants:** 04

**Highlights/Objective of the session:**

Dr. Vandana told them about the characterization of protein by electrophoresis. She gave a detailed insight about the chemical preparation used in this experiment. The presentation was followed by hands on training for the same.

At the end of the session a discussion was held among our laboratory staff and a feedback was also taken for the same.



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**NAAC sponsored Seven-Day National Workshop on**  
***“Skill Enhancement at Institutions of Higher Learning: Training Today for Tomorrow”***  
**From 07<sup>th</sup> January to 13<sup>th</sup> January 2019.**

## **FACULTY DEVELOPMENT PROGRAMME**

### **REPORT**

Day – 1		:	January 07, 2019
<b>Inauguration:</b>			09.30 a.m.
<b>Welcome Address:</b> Dr. Anula Maurya, Principal, Kalindi College			
<b>Presentation of Concept Note:</b> Dr. Ruchi Tyagi, Coordinator, IQAC			
<b>Address by Chairperson:</b> Mr. Deepak Marwah, Chairman, Governing Body			
<b>Inaugural Address:</b> Prof. A.K. Bakshi, Founder Vice-Chancellor, PDM University, Bahadurgarh, Haryana			
Theme: e-Learning and MOOCs in Higher Education			
<b>Vote of Thanks:</b> Dr. Rakhee Chauhan, Member, IQAC Core Committee			
 			
			
<b>Tea Break</b>			
<b>Session:</b> - Content Design ,Development and Delivery			
<b>Resource Person:</b> Prof. K. Srinivas, Head, ICT & Project Management, National Institute of Education Planning and Administration (NIEPA)			

**Participants:** Teaching Staff

**No. of Participants:** 18

All TEN sessions on content design, development and delivery were taken by Prof. K. Srinivas, Head of ICT and Project Management division of National Institute of Education Planning and Administration (NIEPA). A total of 18 staff members attended these sessions which include participants from Kalindi College as well as from other colleges of Delhi University.

The details of the sessions are as follows:

**Day – 1      January 07, 2019**

**SESSION -I**

Digital Initiatives of GOI in Higher Education : SWAYAM, SWAYAMPRAHA, NDL, NAD [**Hands-on Practice**]

**SESSION -II**

Blended Learning / Flipped Class Room [**Hands-on Practice**]

**SESSION -III**

OER: Concept & Licensing [**Hands-on Practice**]

**SESSION -IV**

MOOCs: Conceptual Design: Inputs



**Day – 2**

**:**

**January 08, 2019**

**Session: -** Content Design ,Development and Delivery

**Resource Person:** Prof. K. Srinivas, Head, ICT & Project Management, National Institute of Education Planning and Administration (NIEPA)

**No. of Participants:** 18

**SESSION -I**

Video Content Development [ **Quadrant-1**] [**Hands-on Practice**]

**SESSION -II**

E-Content Development [ **Quadrant-2**] [**Hands-on Practice**]

**SESSION -III**

Designing MOOC Through **MOODLE SOFTWARE** [**Hands-on Practice**]

**SESSION -IV**

Delivering a MOOC Through **MOODLE SOFTWARE** [**Hands-on Practice**]





**SESSION -1**

Theme: - **Journey from Teacher to Mentor**

Resource person: - **Mr. Beni Kinha**, Founder of Nectar Factor Foundation

Highlights of Session: -

Mr. Beni Kinha discussed about the role of Teacher as Mentor. Teacher gives back to society. Teacher need to think about whom to teach, what to teach, why teach, how much teach, the way to teach before entering the class and teacher should prepare the students for future and see the progress of every students. Teacher should create Curiosity than cautious. Teacher should assist students as mentor in learning and growth in the field. Teacher as Mentor should motivate students by setting a good example and should give values to collaboration than competition. Teacher as mentor should have willingness to share skills, Knowledge and Expert and act as a positive role model and should take a personal interest in the Mentoring relationship. Teacher should give value to ongoing learning and growth in the field. A good mentor should possess excellent communication skills. Teacher as a mentor requires empowering the students to develop their strength, beliefs and potentiality and personal attitudes.

**SESSION -1I**

Topic: **Workplace Ethics**

Resource person: **Dr. Sunaina Kanojia**, Associate Professor, Department of Commerce, Delhi School of Economics

The speaker apprised the participants about what do we mean by workplace ethics and why are they important in any organization. The major topics discussed during the session were:

- Desirable traits in employees
- Journey towards workplace ethics- Our habits lead to success/ failure which creates our attitude and our inner self-attitude leads us to be ethical at workplace.
- Habits that makes someone successful
  - Act Proactively
  - Begin with the Specific goals
  - Prioritize the activities such that they lead us to our interim goals and life goals
  - Think of win-win situation- Develop abundance mentality and avoid scarcity mentality
  - Gain from synergy by working as a team
  - Sharpen your saw by focusing on improvement of one's skill set which includes physical, social/emotional, mental, and spiritual capabilities to have balance in life.
- Code of Ethics in University of Delhi (Ordinance XII)

The speaker further interacted with the participants and answered their queries.

**SESSION -1II**

Topic: **Research Methodology**

Resource person: **Dr. Nilotpal Ghosh**, Scientist E, Physical Sciences, at Science and Engineering Research Board (SERB), Department of Science and Technology, New Delhi.

Highlights of Session:

Dr. Nilotpal Ghosh was the speaker of the afternoon session. He introduced the audience to the various research funding opportunities provided by SERB which are available for college teachers. He spoke at length about the various stages of evaluation that a submitted project proposal undergoes in SERB. He elucidated the various technical requirements for submitting a proposal for funding in SERB. Most importantly, the speaker kindly answered the queries from members of the audience regarding various aspects of funding proposals in as much detail as possible. In cases, such as Biotechnology, which do not come under his direct jurisdiction, he provided the names of the concerned persons in SERB

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**SESSION -I**

Topic: **Introduction to Intellectual Property Rights**

Resource person: Mr. Varun Sharma, Partner at Dev Jure and InProRi Intellectual Property Consultants.

Highlights of Session:

Mr. Varun Sharma was the speaker of the 1<sup>st</sup> session. He talked about “Introduction to Intellectual Property Rights”. He explained about Patents, Trade Mark, Designs, Copyright, Geographical Indications and Trade Secrets. He gave very relatable examples to explain about each term. He further talked about Resource Credit He explained the terms Subjects, Novelty/uniqueness, Distinction/Inventiveness and Tenure. He explained how one can extend the life of patent and copyright. He also explained the difference between patent and copyright. He made the audience familiar with the steps of patents and types of patents, how one can file a patent.

**SESSION -II**

Topic: **Copyright & Piracy**

Resource person: Mr. Sanjib K. Mohanty, Advocate at Supreme Court of India and also visitor faculty at Law Department of DU.

Highlights of Session:

The speaker of 2<sup>nd</sup> session was Mr. Sanjib K. Mohanty. The topic of his talk was “Copyright & Piracy”. He gave very much information about the various cases running in the court related to copyright and piracy to make the topic clear. He told about the rights of owner of copyright. He also talked about the laws and history of copyright and piracy. He explained what can be and what can't be copyright, like ideas, facts, discoveries, operation methods and principles etc. He made the audience about the facts that one can do in case of piracy and copyright law violation. The session was very informative.

**SESSION -III**

Topic: **Significance of Patents for Indian Women**

Resource person: Ms. Richa Pandey, Patent Attorney and a Partner with Krishna and Saurastri Associates, Delhi (Gurgaon) office,

Highlights of Session:

After a brief introduction about Intellectual property, Ms. Richa Pandey discussed about Geographical Indicators. She also discussed about Plant Variety Protection. Further she talked about the ‘John Doe’ order or the “Ashok Kumar” order which are directed against persons or groups that are not identifiable. She also discussed about a Convention Application and a Patent Convention Treaty (PCT) International Application for seeking patent protection internationally. She further discussed about inventions which are not patentable. Then she talked about role of Women in IP.

**SESSION -IV**

Topic: **Recent Trends in IPR: Patent Office Perspective**

Resource person: Shri Shriman Asthana, Assistant Controller of Patents & Designs, Patent Office, Delhi.

Highlights of Session:

The talk focussed on Recent Trends in IPR: Patent Office Perspective. He briefed the participants about the procedural aspects of filling patents. He also gave an overview about the functioning of Patent Office in India and the fee structure for filling Patents. He discussed about career options in the area of patent law, specifically with regard to the Patent Office. He concluded by taking queries of the participants regarding the process of filling of a patent application.



**SESSION -I**

Topic: **Research in electronic information environment**

Resource person: Dr. Rajesh Singh

Highlights of Session:

The lecture on "**Research in electronic information environment**" by Dr. Rajesh Singh was astounding and very informative. He demonstrated how to increase the visibility of one's research work through optimal utilization of search engines like Google Scholar, Scopus and Research Gate. He explained the benefit of using advanced search option in web browsers (Chrome etc.) for segregating relevant information from the stack of inconsequential data available on the internet. He elucidated the wealth of Delhi University Central Library system and its vast supplies of research articles in varied fields and subjects. He also shared an extensive list of sites to download different research papers/articles, e-books and submitted Ph.D. thesis.

**SESSION -II**

Topic: **Research Metrics: h-index and impact factor**

Resource person: Dr. Rajesh Singh

Highlights of Session:

The lecture on "Research Metrics: h-index and impact factor" was very conducive. The information imparted by him on the topic is crucial for any researcher to uphold and increase the credibility of his/her work. His step by step explanation on "How to avoid plagiarism" was very propitious. Overall, his talks were well structured and seemed essential for all faculty members actively involved in research.

**SESSION -III & SESSION -IV**


Topic: **ICT in Research - Workshop on LATEX**

Resource person: Ms. Sunita Sharma, Assistant Professor, Mathematics Department, Kalindi College

Highlights of Session:

These two sessions were taken by Ms. Sunita Sharma, Assistant Professor, Mathematics Department, Kalindi College. The session focussed on the use of ICT in Research by introducing and training the participants on the typesetting software Latex. During the first session she discussed about typesetting and its importance. She also discussed how Latex can be used for good typesetting and making presentations by academicians and researchers of varied disciplines and not just Sciences. She also gave an outline of the commands used in Latex using for writing research papers and books.

During the second session, participants were given hands on training on Latex, where they learnt about various commands and how to create their own documents in Latex. Various sample templates were provided to the participants to facilitate them to develop their own documents.

  
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**SESSION -I**

Topic: Assessment & Accreditation Framework of NAAC

Resource person: Dr. Pratibha Singh, Deputy Advisor, North Region, National Assessment & Accreditation Council (NAAC)

Highlights of Session:

The session covered important aspects concerning the latest Assessment & Accreditation Framework of NAAC. While providing a snapshot of the entire accreditation process, she highlighted that the revised process being adopted from July 2017 is an outcome of the feedback received by NAAC over a long period and is in continuance of the NAAC's concern for ensuring that its processes are in tune with local, regional and global changes in higher education scenario. The main focus of the revision process has been to enhance the redeeming features of the accreditation process and make them more robust, objective, transparent and scalable as well as make it ICT enabled.

**SESSION -II**

Topic: Best Practices in Institutions of Higher Education

Resource person: Dr. Deepak Sharma, Associate Professor, Sri Guru Nanak Dev Khalsa College, New Delhi

Highlights of Session:

The speaker shared his experiences as the Convenor of the Internal Quality Assurance Cell of his institution. He communicated his understanding of the concept of 'Best Practices' in Institutions of Higher Education. He presented several examples of best practices being followed at various higher education institutions across the country. The session ended with a group exercise and discussion of best practices in an institution concerning sanitation, library resources, alumni etc.

**SESSION -III**

Topic: **ICT in Research-** Funding Opportunities in Social Science Research

Resource person: Dr. Upendra Chaudhary, Director, ICSSR

**SESSION -IV**


Topic: **ICT in Research** : How to write a good proposal

Resource person: Dr. Upendra Chaudhary, Director, ICSSR

Highlights of Session II & Session IV:

Dr. Upendra Chaudhary, Director, ICSSR was the speaker of post lunch 2 sessions. He elaborately shared about the ample funding opportunities in various fields like seminars, projects, publications, fellowships etc. across disciplines- discipline, inter-discipline, multi-discipline and trans- discipline in ICSSR, Delhi regional office as well as in its 26 branches in other parts of India. ICSSR is one of the biggest funding organisations in India in social sciences research. The Director stressed that presently the institute is focusing on interdisciplinary subjects. The director even discussed which the grey areas the researchers should look in are. He spoke about travel grant for international conferences and also grant for research methodology workshops for researchers.

Besides, the resource person taught how to write a good funding project proposal and report preparation. He elaborated on context, rationale, objective, hypothesis etc. Both the sessions were extremely useful for academic benefits of all the participants.

  
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**SESSION -I & SESSION -II**

Content Design ,Development and Delivery

Resource Person: Prof. K. Srinivas, Head, ICT & Project Management, National Institute of Education Planning and Administration (NIEPA)

No. of Participants: 18

**SESSION -I**

Delivering a MOOC Through **MOODLE SOFTWARE** [Hands-on Practice]

**SESSION -II**

Delivering a MOOC Through **MOODLE SOFTWARE** [Hands-on Practice]

**VALEDICTORY SESSION**

11.30 a.m. onwards

**Welcome Address:** Dr. Aunla Maurya, Principal Kalindi College

**Workshop Report:** Dr. Rakhee Chauhan, Member, IQAC Core Committee

**Valedictory Address:** Prof. Devendra Pathak, Vice-Chancellor, Indore, Madhya Pradesh

**Distribution of Certificates**

**Vote of Thanks:** Dr. Tarkeshwar, Member, IQAC Core Committee




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**NAAC sponsored Seven-Day National Workshop on**  
***“Skill Enhancement at Institutions of Higher Learning: Training Today for Tomorrow”***

**Details of Participants of all Four Categories**

	Category	Dates	External Participants	College Participants	Total Number of Participants
1	Faculty Development Programme	07-13 January 2019	05	14	19
2	Training Workshop For Library Professionals Koha - The Open Source Software	07-13 January 2019	23	04	27
3	Two-Day Training Workshop For Administrative Staff	07th - 08th January 2019	10	10	20
4	One-Day Training Workshop For Laboratory Staff	11th January 2019	09	21	31
	<b>TOTAL</b>		<b>47</b>	<b>49</b>	<b>96</b>

  
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**From 07<sup>th</sup> January to 13<sup>th</sup> January 2019.**

**FACULTY DEVELOPMENT PROGRAMME**

**Details of Participants**

S. NO.	NAME	GENDER	MOBILE	DESIGNATION & AFFILIATION
1	Dr. Sanjukta Das	F	9818411546	Associate Professor, Department of Zoology, Kirori Mal College, Delhi
2	Ms. Shweta Raj	F	9650156152	Assistant Professor, Department of Commerce, Kalindi College
3	Dr. Nisha Goyal	F	9213753402	Assistant Professor, Department of Sanskrit, Kalindi College, New Delhi
4	Dr. Sushma Bhardwaj	F	9899270186	Assistant Professor, Department of Zoology, Kalindi College, New Delhi
5	Dr. Anita Tagore	F	9868435238	Assistant Professor, Department of Political Science, Kalindi College
6	Dr. Sandhya Jain	F	9911378328	Assistant Professor, Vivekananda College, Vivek Vihar, New Delhi-110095
7	Dr. Prem Prakash Saini	M	8860408147	Assistant Professor, Department of Zoology, Kalindi College
8	Dr. Kanchan Batra	F	9891964125	Assistant Professor, Department of Zoology, Kalindi College
9	Dr. Mamtesh Singh	F	9990511618	Assistant Professor, Department of Zoology, Gargi College, Siri Fort Road, Delhi 110049
10	Dr. Punam Tyagi	F	9868104618	Associate Professor, Department of Economics, Kalindi College, New Delhi-110008
11	Dr. Indu Choudhary	F	9899744622	Assistant Professor, Department of Economics, Kalindi College, New Delhi-110008
12	Dr. M. Arunjit Singh	M	9990427311	Assistant Professor, Department of Botany, Kalindi College, New Delhi-110008
13	Dr. Nivedita Giri	F	8800907971	Assistant Professor, Department of Political Science, Kalindi College, New Delhi-110008
14	Dr. Punita Verma	F	8800907971	Associate Professor, Department of Physics, Kalindi College, New Delhi-110008
15	Ms. Rekha Meena	F	9868424492	Assistant Professor, Department of Hindi, Kalindi College, New Delhi-110008
16	Dr. Sanvar Soham	F	9811131869	Assistant Professor, Department of Botany, Kalindi College, New Delhi-110008
17	Dr. Sunita	F	7838621078	Assistant Professor, Department of Political Science, Kalindi College, New Delhi-110008
18	Dr. Lata Vodwal	F	9999823778	Assistant Professor, Department of Chemistry, Matreyi College, Delhi
19	Dr. Ritu Payal	F	9871686861	Assistant Professor, Department of Chemistry, Rajdhani College, Delhi

  
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**NAAC sponsored Seven-Day National Workshop on**  
***“Skill Enhancement at Institutions of Higher Learning: Training Today for Tomorrow”***  
**From 07<sup>th</sup> January to 13<sup>th</sup> January 2019.**  
**TRAINING WORKSHOP FOR LIBRARY PROFESSIONALS**  
**KOHA - THE OPEN SOURCE SOFTWARE**

**Details of Participants**


S. NO.	NAME	GENDER	MOBILE	DESIGNATION & AFFILIATION
1	Mohd Shahnawaz	M	9910109933	Student of PGDLAN, IGNOU
2	Dr. Sapan M. Shah	M	9429052778	College librarian, Narmada College of Science and Commerce, Zadeshwar, Bharuch-392011
3	Shailesh V. Shah	M	8511106376	College librarian, Narmada College of Management, Zadeshwar, Bharuch-392011
4	Binay Kumar Singh	M	8521382775	DESIDOC, DRDO
5	Aarti Kumari	F	8340673154	Maghdh University Bodhgaya District-Gaya State-Bihar (824234)
6	Rajeev Lochan Kumar	M	7488413193	DESIDOC, DRDO
7	Sonam Singh	F	7503196064	Student, Jamia Millia Islamia, Jamia Nagar , New Delhi: 110025
8	Garima Singh	F	9457435676	Student, IGNOU, Maidangarhi, New Delhi-110068
9	Suhail Khan	M	8368994084	Student of JAMIA MILLIA ISLAMIA, Jamia Nagar, New Delhi, Delhi-110025
10	Jai Prakash	M	9716964588	Semi-Professional Assistant Janki Devi Memorial College
11	Parul A Arthur	F	9213997937	Library Attendant / St. Stephen's College Delhi
12	Jagdish	M	9868550722	Semi-Professional Assistant, Kalindi College, New Delhi
13	Neha Gupta	F	9717699353	Semi-Professional Assistant, Kalindi College, New Delhi
14	Parool	F	9899331949	Professional Assistant, Kalindi College, New Delhi
15	Hiba Usmani	F	9045446803	Student - Jamia Millia Islamia, Jamia Nagar, New Delhi 110025
16	Lokendra Rajput	M	8077140875	Student - Jamia Millia Islamia, Jamia Nagar, New Delhi 110025
17	Pankaj Kumar	M	9313402175	Assistant Librarian, Raj Kumar Goel Institute of Technology, Ghaziabad 201003
18	Saba Khan	F	9911137134	Classifier, Ministry of earth sciences
19	Abhishek Sharma	M	8527890818	Project Engineer , CDAC C56/1 Sec 62 Noida
20	Sanjay Panwar	M	8010161122	Semi-Professional Assistant, Aditi Mahavidalaya
21	Hiba Khan	F	9718638567	MLIS student, Jamia Millia Islamia
22	Shumaila Abbas	F	8448526408	Student, Jamia, Millia Islamia, New Delhi-110025
23	Mohd Adnan	M	9837845527	Student, Jamia Millia Islamia, Jamia Nagar, New Delhi, Delhi 110025
24	Sarvesh Kumar	M	9911601444	Library Assistant, Kalindi College, New Delhi-
25	Chanderpal Singh	M	8800417146	Library Attendant / Vivekanand College
26	Rajni Sabharwal	F	9899066000	Semi-Professional Assistant, Vivekanand College
27	Chintamani Goyal	F	9981326588	Libraian, KBM School

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**07<sup>th</sup> - 08<sup>th</sup> January 2019**

**TWO-DAY TRAINING WORKSHOP FOR ADMINISTRATIVE STAFF**

**Details of Participants**

S. NO.	NAME	GENDER	MOBILE	DESIGNATION & AFFILIATION
1	Neeraj Jamwal	M	9953066220	Senior Assistant, Hindu College, University of Delhi, Delhi
2	Subodh Kumar Jaiswal	M	7042723369	Senior Technical Assistant, Hindu College, Delhi
3	Priti Patel	F	8130136899	Junior Manager (Academics), IIIT Delhi, New Delhi
4	Bhawna Munjal	F	9953117111	P.A., Kalindi College, New Delhi
5	Jaidev	M	9999802601	Assistant, Shri Aurbindo College (Evening)
6	Vinod Singh	M	9711550002	S.O Admin, Shri Aurbindo College (Evening)
7	Naveen Agrawal	F	9891975556	Assistant, Shri Aurbindo College (Evening)
8	Meenu Pawar	F	7503021934	S.O. Admin, Shri Aurbindo College (Evening)
9	Deepak Nath	M	8076032589	Sr. Assistant, Kalindi College, New Delhi
10	Gursevak Singh	M	7291860696	Junior Manager (HR)
11	Bharti	F	9540078128	Assistant, Kalindi College, New Delhi
12	Sanjay	M	9599323146	Assistant, Kalindi College, New Delhi
13	Chander Shaker Suryavanshi	M	9818813813	JACT, Kalindi College, New Delhi
14	Praveen Kumar Babloo	M	9810558449	Sr. Assistant, Kalindi College, New Delhi
15	Jatin Kumar	M	9810495177	Junior Assistant, Kalindi College, New Delhi
16	Asha Rawat	F	9911114532	Assistant, Kalindi College, New Delhi-110008
17	Sanjay Kumar	M	8076087489	Sr. Assistant, Kalindi College, New Delhi
18	Rupesh Kumar	M	9304747873	Assistant
19	Raj Kumar	M	9873569656	S.O Admin
20	Vikas Sharma	M	9868163373	SR. Assistant, Kalindi College, New Delhi


  
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**11<sup>th</sup> January 2019**

**ONE-DAY TRAINING WORKSHOP FOR LABORATORY STAFF**

**Details of Participants**

S. NO	NAME	GENDER	MOBILE	Department	DESIGNATION & AFFILIATION
1	Arvind Kumar Bansal	M	9818475194	Chemistry	Lab Attendant, St. Stephens College
2	Sandeep	M	8802002843	Chemistry	Lab Attendant, St. Stephens College
3	Vinay Panwar	M	9891850553	Chemistry	Lab Attendant, St. Stephens College
4	Anita	F	9899721674	Chemistry	Lab Assistant, Gargi College
5	Ashok Kumar	M	9911113164	Chemistry	Lab Assistant, Kalindi College
6	Yashpal	M	9911125459	Chemistry	Lab Assistant, Kalindi College
7	Bhuvan Chandra	M	9999339777	Chemistry	Lab Attendant, Kalindi College
8	Nitin Kumar	M	9911185209	Chemistry	Lab Attendant, Kalindi College
9	Parkashi	F	9650186044	Chemistry	Lab Attendant, Kalindi College
10	Avdhesh Kumar	M	8853438856	Chemistry	MTS, Kalindi College
11	Ankit Verma	M	7053353337	Physics	Lab Attendant, St. Stephens College
12	Lalit Kumar	M	9818994302	Physics	Lab Attendant, St. Stephens College
13	Vijaypal	M	9050248068	Physics	Lab Attendant, St. Stephens College
14	Rajiv Ranjan Kumar	M	7979885990	Physics	Lab Attendant, St. Stephens College
15	Nishant Manral	M	8375846959	Physics	Lab Attendant, St. Stephens College
16	Deepak Kumar Arora	M	9958503974	Physics	Lab Attendant, Kalindi College
17	Rohtash	M	8505936154	Physics	Lab Attendant, Kalindi College
18	Anand Ram Arya	M	8826931062	Physics	Lab Attendant, Kalindi College
19	Rajinder Kumar	M	9810746387	Physics	Lab Attendant, Kalindi College
20	Rajesh Kumar	M	9871958109	Physics	Lab Assistant, Kalindi College
21	Anand Singh Bisht	M	9899627668	Physics	Lab Assistant, Kalindi College
22	Rahul Lohera	M	9205059566	Physics	Lab Attendant, Kalindi College
23	Anoop Singh	M	8383064427	Zoology	Lab Attendant, Kalindi College
24	Ashish Kumar	M	9136302199	Zoology	Lab Attendant, Kalindi College
25	Shushma Devi	F	9899291467	Zoology	Lab Attendant, Kalindi College
26	Sunil	M	9958379273	Zoology	Lab Attendant, Kalindi College
27	Yashpal Singh Yadav	M	8447655891	Botany	Lab Attendant, Kalindi College
28	Prabhakar Mishra	F	9899880229	Botany	Lab Attendant, Kalindi College
29	Gaurav Bharty	M	8700485998	Botany	Lab Attendant, Kalindi College
30	Pawan Kumar	M	9818827807	Botany	Lab Attendant, Kalindi College
31	Sonu Kumar	M	9716750220	Geography	Lab Attendant, Kalindi College

  
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File info

Date taken

13	January	2019
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Size

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Dimensions

6000 x 4000

Shot

1/30 sec. f/4 26 mm

ISO

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Device

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Source



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 From 07th January to 13th January 2019.

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# Kalindi College

(University of Delhi)

NAAC ACCREDITED GRADE "A"



## NAAC sponsored National Workshop on "SKILL ENHANCEMENT AT INSTITUTIONS OF HIGHER LEARNING : TRAINING TODAY FOR TOMORROW"

Organized by the Internal Quality Assurance Cell (IQAC), Kalindi College

### Certificate

This is to certify that .....of  
..... has contributed as **RESOURCE PERSON/  
ORGANIZER/ PARTICIPANT/ MEMBER ORGANISING COMMITTEE** in National Assessment  
and Accreditation Council NAAC sponsored National Workshop on "Skill Enhancement at Institutions  
of Higher Learning : "Training Today for Tomorrow" comprising:

- ☐ Faculty Development Programme (7-13 January, 2019)
- ☐ Training for Library Professionals (7-13 January, 2019)
- ☐ Training of Non-Teaching Staff (7-8 January, 2019)
- ☐ Training of Laboratory Staff (11 January, 2019)

**Dr. Ruchi Tyagi**  
IQAC, Coordinator

*Naina*  
PRINCIPAL  
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**Dr. (Ms) Anula Maurya**  
Principal



# Highlights of All the Four Components of NAAC Sponsored National Workshop

## **“Seven-Day Faculty Development Programme” (07<sup>th</sup> - 13<sup>th</sup> January 2019)**

- ***Content Design, Development & Delivery***
  - Digital Initiatives of GOI in Higher Education: SWAYAM, SWAYAMPRAHA, NDL, NAD
  - Blended Learning / Flipped Class Room
  - OER: Concept & Licensing
  - Conceptual Design: Inputs for Design, Develop & Deliver a MOOC Course
  - Video Content Development [ Quadrant-1]
  - E-Content Development [ Quadrant-2 ]
  - Designing MOOC Through MOODLE SOFTWARE
  - Delivering a MOOC Through MOODLE SOFTWARE
- Intellectual Property Rights
  - Copyright & Piracy
  - Significance of Patents
  - Recent Trends in IPR
- Research in Electronic Information Environment
  - Research Methodology
  - Research Metrics: h-Index & Impact Factor
  - Workshop on LaTeX
  - Funding Opportunities in Social Science Research
- Assessment & Accreditation Framework of NAAC
  - Best Practices in Institutions of Higher Education
- Workplace Ethics - “Journey from Teacher to Mentor”

## **“Two-Day Training of Non-Teaching Staff” (07<sup>th</sup> - 08<sup>th</sup> January 2019)**

- Digitised Administrative Office
- Documents Record Management
- General Service Rules
- Introduction to leave rules, allowances, health/medical guidelines, grants etc.
- Record keeping, GFR Rules &
- Paperless e-Office
- Financial Management
- Right to Information

## **“Seven-Day Training Workshop for Library Staff on Koha - The Open Source Software” (07<sup>th</sup> - 13<sup>th</sup> January 2019)**

- Koha installation
- Customization
- Cataloguing
- Barcoding
- Circulation
- Customise Catalogue Framework
- *Serial control*
- OPAC
- Backup
- Virtual Box
- Acquisition
- Stock Verification
- Backup Replace
- Password Change
- Koha Bugs etc.

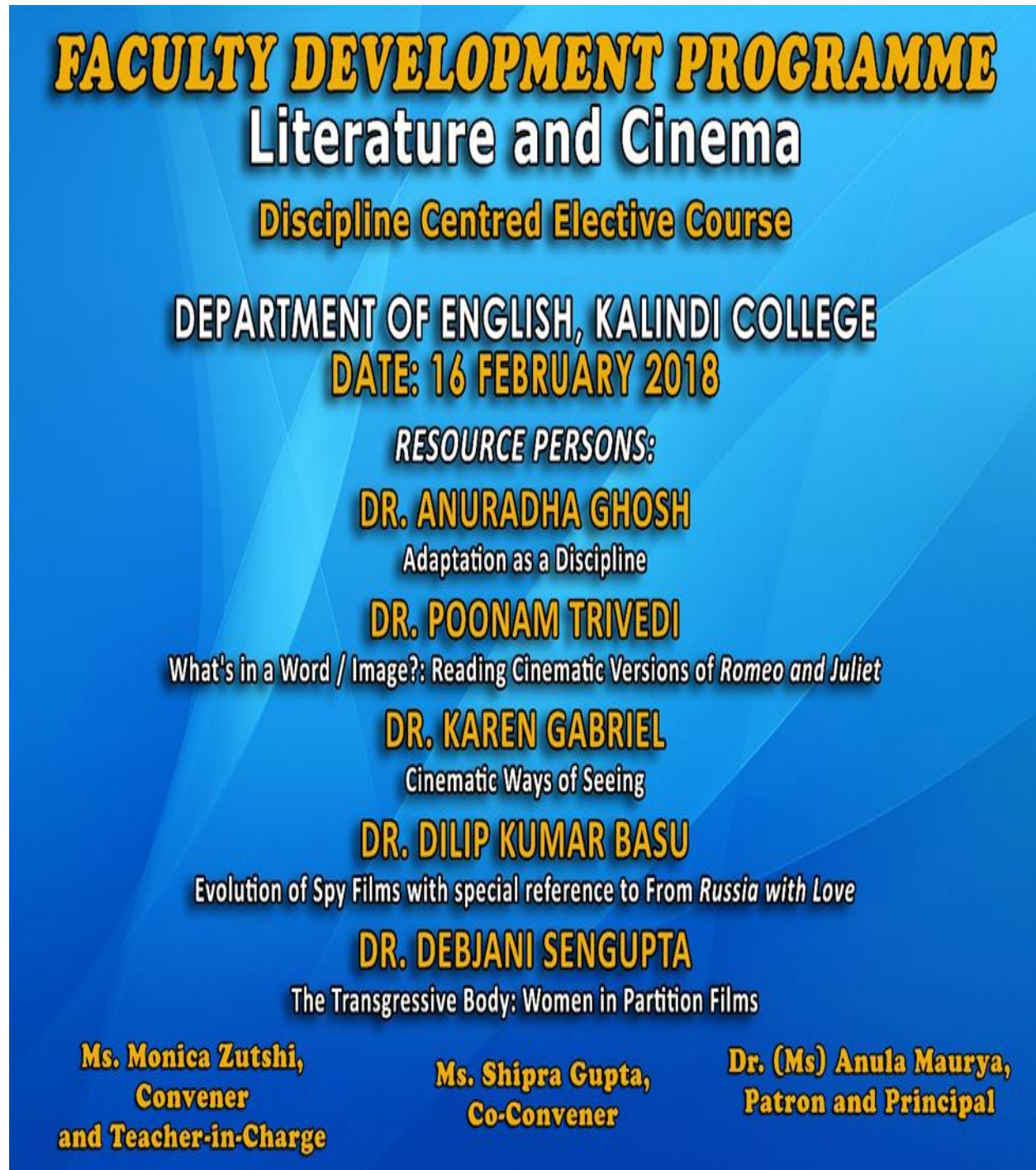
## **“One-Day Training of Laboratory Staff” on 11<sup>th</sup> January 2019**

- Basics of laboratory apparatus
- Hands on session on the Instrumentation
- Discipline specific areas would include:
  - Botany - Tools and Techniques used in Plant Sciences
  - Chemistry - Basic technique used in Chemistry laboratory
  - Physics
    - Overview of Mechanics and Thermal experiments including hands on practice;
    - Physics behind Electricity and Optics labs with hands on session and troubleshooting
  - Zoology-
    - New Generation Instruments
    - Spectroscopy
    - Protein Characterization

Title

Faculty Development Programme on DCE Optional Paper: *Literature and Cinema*

Poster

The poster has a blue background with a subtle geometric pattern of overlapping triangles. The text is centered and uses a mix of bold yellow and white fonts with black outlines for emphasis. The title is at the top in large, bold letters. Below it, the course name and department are listed. The date is prominently displayed. The resource persons are listed one by one, each with their name in bold and their topic in a smaller font. At the bottom, the roles of the organizers are listed in three columns.

**FACULTY DEVELOPMENT PROGRAMME**  
**Literature and Cinema**  
**Discipline Centred Elective Course**

**DEPARTMENT OF ENGLISH, KALINDI COLLEGE**  
**DATE: 16 FEBRUARY 2018**

**RESOURCE PERSONS:**

**DR. ANURADHA GHOSH**  
Adaptation as a Discipline

**DR. POONAM TRIVEDI**  
What's in a Word / Image?: Reading Cinematic Versions of *Romeo and Juliet*

**DR. KAREN GABRIEL**  
Cinematic Ways of Seeing

**DR. DILIP KUMAR BASU**  
Evolution of Spy Films with special reference to *From Russia with Love*

**DR. DEBJANI SENGUPTA**  
The Transgressive Body: Women in Partition Films

**Ms. Monica Zutshi,**  
Convener  
and Teacher-in-Charge

**Ms. Shipra Gupta,**  
Co-Convener

**Dr. (Ms) Anula Maurya,**  
Patron and Principal



## **FACULTY DEVELOPMENT PROGRAMME**

### **Literature and Cinema**

#### **Discipline Centred Elective Course**

#### **Schedule**

Date: 16<sup>th</sup> February 2018

Registration: 9 a.m. - 9:30 a.m.

Welcome: 9:30 a.m.

Session 1: 10 a.m. - Dr. Anuradha Ghosh

Adaptation as a Discipline

Tea Break: 11:15 a.m.

Session 2: 11:30 a.m. - Dr. Poonam Trivedi

What's in a Word / Image? : Reading Cinematic Versions of *Romeo and Juliet*

Session 3: 12:45 p.m. - Dr. Karen Gabriel

Hollywood and Bollywood, Two Ways of Seeing

Lunch: 2- 2:30 p.m.

Session 4: 2:30 p.m. - 3:45 p.m. - Dr. Dilip K. Basu

Evolution of Spy Films with special reference to *From Russia with Love*

Session 5: 3:45p.m. - 4:45p.m. - Dr. Debjani Sengupta

The Transgressive Body: Women in Partition Films

Session 6: 4:45 p.m.-5:15 p.m. Brainstorming session for a Question Bank

Valedictory and Vote of Thanks: 5:15- 5:30 p.m.

## **Report**

A one-day Faculty Development Programme on the newly introduced Discipline Centred Elective optional paper in the BA(H) English III year syllabus entitled **Literature and Cinema** was organized by the English Department, Kalindi College, University of Delhi on 16<sup>th</sup> February 2018. There were five eminent speakers who spoke on various aspects of the paper, addressing a gathering of 44 participants, all teachers from different institutions. Towards the end of the day, the participants brainstormed in groups to create a question bank.

The first session was on “Adaptation as a Discipline” where Dr. Anuradha Ghosh spoke about adaptation still being a nascent discipline, which was expansive enough to accommodate the larger strokes of the process and ideology of cinematic adaptations as much as it could look at a comparative study of the literary with its cinematic translation.

Dr. Poonam Trivedi took up the next session on cinematic adaptations of Shakespeare’s *Romeo and Juliet* in her presentation “What’s in a word/ image?” where she not only examined the versions directed by Franco Zeffirelli and Baz Luhrmann, but also compared them to Indian cinematic adaptations of the play.

In her paper entitled “Cinematic Ways of Seeing” Dr. Karen Gabriel addressed the technological and ideological aspects of cinema. She spoke about how the language of cinema was not only created by technology, but was also informed by the choices that are fundamentally ideological and political. She also focused on the differences that are found in the business aspects of Hollywood and Bollywood, which are gradually being erased.

Dr. Dilip Basu traces the evolution of spy films from its conceptual beginnings to the James Bond movies in his presentation “Evolution of Spy Films with Reference to *From Russia with Love*”. He spoke about this genre of movies and how the language of film transformed literary conventions to the cinematic, the latter becoming a more entrenched stereotype in the popular imagination.

In “The Transgressive Body: Women in Partition Films”, Dr. Debjani Sengupta showed clips of different Bollywood films to examine stereotypes around religion that were created around the Partition in North India. She also briefly demonstrated the subtler effects of the Partition upon the individual’s psyche translated into cinematic language in Ritwik Ghatak’s oeuvre.

In the final session of the day before the Valedictory, the participants were divided into groups and each group brainstormed to come up with questions which may act as pointers for the lecturers teaching the particular text/ topic. The question bank was later compiled and sent to all the participants who helped to make it.

The Faculty Development Programme concluded with the Principal, Dr. Anula Maurya, thanking the resource persons and giving the certificates to all the participants.



**Department Faculty Members**



FDP session underway



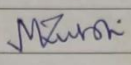
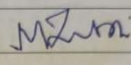



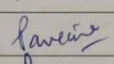
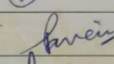
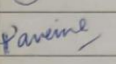
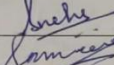
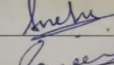
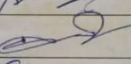
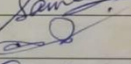
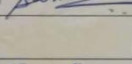
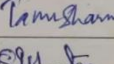
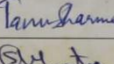
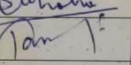
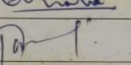
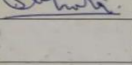
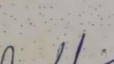
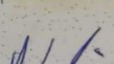
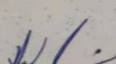
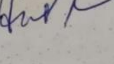
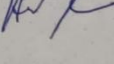
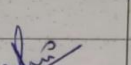
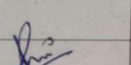
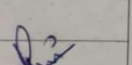



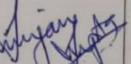
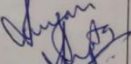
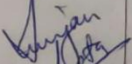
Principal, Dr. Anula Maurya, delivering Vote of Thanks



## Registration Details/ Attendance List of Participants

1

### ATTENDANCE LIST FOR Faculty Development Programme on Literature and Cinema (16 February 2018), KALINDI COLLEGE

Sl. No.	Applicant's Name	Institution of Affiliation	Session 1 Sign	Session 2 Sign	Session 3 Sign
1	Monica Zutshi	Kalindi College			
2	Lakshmi Priya Balakrishnan	Kalindi College			
3	Paveine Vehmai	Kalindi College			
4	Sneha Sawai	Kalindi College			
5	Sameera Mehta	Kalindi College			
6	Surabhi Purty	Kalindi College			
7	Tanu Sharma	Kalindi College			
8	Sushrut Bhatia	Kalindi College			
9	Tanya Singh	Kalindi College			
10	Anshul Saini	School of Languages & Culture, Sharda University			
11	Poulomi Bose				
12	Gunjan Gupta	School of Languages & Culture, Sharda University			



13	Shweta Khilnani	Maitreyi College			
14	Richa Chilana	Maitreyi College	<i>Richa</i>	<i>Richa</i>	<i>Richa</i>
15	Nidhi Verma	SGND Khalsa	<i>Nidhi Verma</i>	<i>Nidhi Verma</i>	<i>Nidhi Verma</i>
16	Naveeta Negi	Satyawati College (eve)			
17	Shweta Duseja	Mata Sundri College for Women	<i>Shweta</i>	<i>Shweta</i>	<i>Shweta</i>
18	Konika Kwatra	ARSD College	<i>Konika</i>	<i>Konika</i>	<i>Konika</i>
19	Tarun Deep Singh	STGB Khalsa College	<i>Tarun</i>	<i>Tarun</i>	<i>Tarun</i>
20	Sameer Chopra	Gargi College			
21	Anu Chingangbam	Kalindi College	<i>Anu</i>	<i>Anu</i>	<i>Anu</i>
22	Neelam Yadav	Delhi College of Arts & Commerce	<i>Neelam Yadav</i>	<i>Neelam</i>	<i>Neelam</i>
23	Rittvika Singh	Delhi College of Arts & Commerce	<i>Rittvika Singh</i>	<i>Rittvika Singh</i>	<i>Rittvika Singh</i>
24	Aneesha Puri	Jesus and Mary College	<i>Aneesha</i>	<i>Aneesha</i>	<i>Aneesha</i>
25	Ruby Mathur	IP University			
26	Arun Singh Awana	Kalindi College	<i>Arun</i>	<i>Arun</i>	<i>Arun</i>
27	Chaity Das	Kalindi College	<i>Chaity</i>		

28	Urvashi Sabu	PGDAV College	<i>Urvashi Sabu</i>	<i>Urvashi Sabu</i>	<i>Urvashi Sabu</i>
29	Enami Chopra	Delhi College of Arts & Commerce	<i>Enami Chopra</i>	<i>Enami Chopra</i>	<i>Enami Chopra</i>
30	Jyotsna Pathak	Delhi College of Arts & Commerce			
31	Manisha Saluja	Maitreyi College	<i>Manisha Saluja</i>	<i>Manisha Saluja</i>	<i>Manisha Saluja</i>
32	Prerana Sinha	ARSD College	<i>Prerana Sinha</i>	<i>Prerana Sinha</i>	<i>Prerana Sinha</i>
33	Kritika Sharma	Hindu College	<i>Kritika Sharma</i>	<i>Kritika Sharma</i>	<i>Kritika Sharma</i>
34	Dr. Shefali Rathore	Rajdhani College	<i>Dr. Shefali Rathore</i>	<i>Dr. Shefali Rathore</i>	<i>Dr. Shefali Rathore</i>
35	Shweta Sachdeva Jha	Miranda House	<i>Shweta Sachdeva Jha</i>	<i>Shweta Sachdeva Jha</i>	<i>Shweta Sachdeva Jha</i>
36	Shashi Prava Tigga	Maharaja Agrasen College	<i>Shashi Prava Tigga</i>	<i>Shashi Prava Tigga</i>	<i>Shashi Prava Tigga</i>
37	Shipra Gupta	Kalindi College	<i>Shipra Gupta</i>	<i>Shipra Gupta</i>	
38	Menka Ahlawat	Mata Sundri College for Women	<i>Menka Ahlawat</i>	<i>Menka Ahlawat</i>	<i>Menka Ahlawat</i>
39	Gorvika Rao	Miranda House	<i>Gorvika Rao</i>	<i>Gorvika Rao</i>	<i>Gorvika Rao</i>
40	Dr. Prachi Priyanka	School of Languages & Culture, Sharda University	<i>Dr. Prachi Priyanka</i>	<i>Dr. Prachi Priyanka</i>	<i>Dr. Prachi Priyanka</i>
41	Salma Rehman	Kalindi College	<i>Salma Rehman</i>	<i>Salma Rehman</i>	<i>Salma Rehman</i>
42	Kritika Chettri	Mata Sundri	<i>Kritika Chettri</i>	<i>Kritika Chettri</i>	<i>Kritika Chettri</i>



		College for Women			
43	Yumnam Rocky	Vivekananda College	<i>Y. Rocky</i>	<i>Y. Rocky</i>	<i>Y. Rocky</i>
44	Avantika Pokhriyal	Mata Sundri College for Women	<i>Avantika</i>	<i>Avantika</i>	<i>Avantika</i>
45	Ann Susan Aleyas	St. Stephen's College	<i>✓</i>	<i>✓</i>	<i>✓</i>
46	Indrani Das Gupta	Maharaja Agrasen College	<i>Indrani</i>	<i>Indrani</i>	<i>Indrani</i>
47	Renu Singh	Delhi College of Arts & Commerce	<i>Renu Singh</i>	<i>Renu Singh</i>	<i>Renu Singh</i>
48	Pooja Mann	School of Languages & Culture, Sharda University	<i>Pooja</i>	<i>Pooja</i>	<i>Pooja</i>
49	Prem Kumari Srivastava	MAC, University of Delhi	<i>Prem</i>	<i>Prem</i>	<i>Prem</i>
50	Anish Kumar	PGDAV College	<i>Anish</i>	<i>Anish</i>	<i>Anish</i>
51	Prabhat Rana	Kalindi College	<i>Prabhat</i>	<i>Prabhat</i>	<i>Prabhat</i>

## Certificates

Participation Certificates were awarded to all faculty members who successfully completed the programme by attending all sessions. Resource persons were also awarded certificates for their valuable contribution. Student volunteers who helped make the event a success were also provided certificates for their efforts.



## Skill Enhancement Intercollege Workshop for Laboratory staff

### Organized by IQAC and Science Departments of Kalindi College.

**Coordinators: Dr Ruchi Tyagi and Dr Divya Verma**

The Internal Quality Assurance Cell and the Science departments organized an Inter college workshop for the Laboratory staff members across all the colleges in the University of Delhi on 13<sup>th</sup> and 14<sup>th</sup> March, 2018.

The objective of the workshop was to impart the knowledge about various general concerns like **safety and security of laboratory staff, goods procurement and stock maintenance, basic computer literacy and soft skills** as well as to strengthen their core technical area.

The workshop was inaugurated by **Professor Ramesh Chandra, Head, Department of Chemistry** (University of Delhi); Former Vice-Chancellor, Bundelkhand University, Jhansi. He highlighted the issues present in the laboratories of various colleges and departments and brought to light the safety standards used in world class laboratories.

The discipline specific technical sessions along with the hands-on sessions were conducted in Botany, Chemistry, Computer Science, Physics and Zoology department with the aim of enhancing their skill-set.





Following was the schedule of the Workshop

Inauguration and Technical Session “Laboratory Safety, Occupational Hazards and Precautions” Chief Guest: Prof. Ramesh Chandra, Head, Department of Chemistry, University of Delhi; Former Vice-Chancellor, Bundelkhand University, Jhansi				
Purchases and Stock Maintenance – by Mr. Noorul Haq, AO, Kalindi College.				
BOTANY	ZOOLOGY	CHEMISTRY	COMPUTER SCIENCE	PHYSICS
“Chemical and Glassware Handling” by Mr. Rajendra K. Jaiswal Executive-Sales Borosil Glass Works Ltd.		“Extra Element Detection & Calculations for Preparation of Standard Solutions” by Dr. Shilpika Bali Mehta	“Hardware Configuration and Software Installation” by Mr. Ramprakash, wifi Architect, Smart wifi System	“Basics of Electronics: Components and Circuits” by Dr. Pushpa Bindal, Dr. Sudha Gulati & Dr. Seema Gupta
BOTANY	ZOOLOGY	CHEMISTRY	COMPUTER SCIENCE	PHYSICS
“Preparation and Dilution of Solutions” by Dr. Divya Verma	“Bio-Safety and Waste Management” by Dr. Tarkeshwar & Dr. Varsha Singh	“Cation and Anion Analysis” by Dr. Aprajita Gaur	“Network Configuration and Server Configuration” by Mr. Ramprakash, Wifi Architect, Smart wifi System	“Mechanical and Optical Instruments” by Dr. Pushpa Bindal, Dr. Sudha Gulati & Dr. Seema Gupta
Basic Computer Skills by Ms. Nidhi Arora & Ms. Shalini Sharma				
Soft skills by Mr. Ashok Arora, Author and Motivational Speaker				
Questionnaire, Feedback, Certificate Distribution and Vote of Thanks				

The sessions were conducted by college faculty as well as external experts. The speakers focused on the basic working of the instruments and devices used in their respective laboratories. Several prevailing standards were introduced along with discussions on various problems faced by the laboratory staff in their work places and appropriate solutions were provided

Mr. Noorul Haq, Administrative Officer of college introduced goods procurement and stock maintenance procedures; Ms. Shalini Sharma and Ms. Nidhi Arora made the participants aware about basics of MS-Word, MS-Excel and internet usage.

The workshop concluded with a lecture on soft skills delivered by Mr. Ashok Arora, a lawyer by profession and who is a renowned motivational speaker, He talked about the training of mind and soul and importance of happiness in life. Certificates were distributed by guest of valedictory session Mr. Ashok Arora and Principal Dr. Anula Maurya. The workshop came to an end with vote of thanks by Dr. Divya Verma, co-coordinator of the event.

At the end of our two days skill enhancement workshop, 33 participants from Kalindi College and 31 from 11 other colleges were benefitted from the workshop.



## **“Skill Enhancement Workshop for Laboratory Staff”**

on 13 - 14 March, 2018

List of Resource Persons and the Title of their talks

**March 13, 2018**

<b>Purchases and Stock Maintenance</b>	Mr. Noorul Haq	Administrative Officer, Kalindi College
<b>Chemical and Glassware Handling</b>	Mr. Rajendra K. Jaiswal	Executive-Sales Borosil Glass Works Ltd.
<b>Extra Element Detection &amp; Calculations for Preparation of Standard Solutions</b>	Dr. Shilpika Bali Mehta	Department of Chemistry, Kalindi College
<b>Hardware Configuration and Software Installation</b>	Mr. Ramprakash	wifi Architect, Smart wifi System
<b>Basics of Electronics: Components and Circuits</b>	Dr. Pushpa Bindal Dr. Sudha Gulati Dr. Seema Gupta	Department of Physics, Kalindi College

**March 14, 2018**

<b>Basic Computer Skills</b>	Ms Nidhi Arora Ms Shalini Sharma	Department of Computer Science, Kalindi College
<b>Preparation and Dilution of Solutions</b>	Dr. Divya Verma	Department of Botany, Kalindi College
<b>Biological Waste Management</b>	Dr. Tarkeshwar Dr. Varsha Singh	Department of Zoology, Kalindi College
<b>Cation and Anion Analysis</b>	Dr. Aprajita Gaur	Department of Chemistry, Kalindi College
<b>Network Configuration and Server Configuration</b>	Mr. Ramprakash	wifi Architect, Smart wifi System
<b>Mechanical and Optical Instruments</b>	Dr. Pushpa Bindal Dr. Sudha Gulati Dr. Seema Gupta	Department of Physics, Kalindi College

**KALINDI COLLEGE**  
**“Skill Enhancement Workshop for Laboratory Staff”**  
*organised by*  
**Internal Quality Assurance Cell (IQAC) & Science Departments**  
on  
**March 13-14, 2018**

## List of Participants

Name of Delegate/ Participant	Designation	Male/ Female	Nature of Job (Permanent/ Adhoc/Contract)	Name of the Institution
Ravinder Kumar	MTS	Male	Permanent	Atma Ram Sanatan Dharma College
Amit Bhardwaj	MTS	Male	Permanent	Atma Ram Sanatan Dharma College
Satish Kumar Chauhan	Lab Attendant	Male	Permanent	Daulat Ram College
Vinod Kumar	Lab Assistant	Male	Permanent	Department of Zoology
Desh Raj Rangra	Lab Assistant	Male	Permanent	Department of Zoology
Ramlal Meena	Lab Assistant	Male	Permanent	Department of Zoology
Sonu Kumar	Lab Attendant	Male	Permanent	Kalindi College
Animesh Kumar	Lab Attendant	Male	Contract	Kalindi College
Nitin Kumar	Lab Attendant	Male	Permanent	Kalindi College
Parkashi Dass	Lab Attendant	Female	Permanent	Kalindi College
Ashok Kumar	Lab Assistant	Male	Permanent	Kalindi College
Mamta Sachdeva	STA	Female	Permanent	Kalindi College
Shadab Salahuddin	Lab Attendant	Male	Contract	Kalindi College
Yashpal Singh Yadav	Lab Attendant	Male	Contract	Kalindi College
Prabhakar Mishra	Lab Attendant	Male	Permanent	Kalindi College
Yashashvi Balgohar	Lab Attendant	Male	Permanent	Kalindi College
Mayank	Lab Attendant	Male	Contract	Kalindi College
Avdhesh Kumar	Lab Attendant	Male	Contract	Kalindi College
Rahul Lokesh	Lab Attendant	Male	Contract	Kalindi College
Sunil	Lab Attendant	Male	Contract	Kalindi College
Rajesh Kumar	Lab Attendant	Male	Permanent	Kalindi College
Rohtash	Lab Assistant	Male	Permanent	Kalindi College
Sunil	Lab Attendant	Male	Permanent	Kalindi College
Deepak Kumar Arora	Lab Attendant	Male	Permanent	Kalindi College
Anand Singh Bisht	Lab Assistant	Male	Permanent	Kalindi College
Gaurav Bharty	Lab Attendant	Male	Permanent	Kalindi College
Pawan Kumar	MTS	Male	Contract	Kalindi College
Ashish Kumar	Lab Attendant	Male	Contract	Kalindi College
Rakesh Yadav	MTS	Male	Contract	Kalindi College
Mohd. Bilal	Lab Attendant	Male	Contract	Kalindi College

Shish Kumar	Lab Attendant	Male	Permanent	Kalindi College
Rajeev Kumar	Lab Attendant	Male	Contract	Kalindi College
Anoop Singh	Lab Attendant	Male	Contract	Kalindi College
Rajesh Wadhwa	Lab Assistant	Male	Permanent	Keshav Mahavidyalaya
Prem Singh	Lab Assistant	Male	Permanent	Keshav Mahavidyalaya
Lovkesh Jairath	Lab Attendant	Male	Permanent	Keshav Mahavidyalaya
Chander Prakash	Lab Assistant	Male	Permanent	Keshav Mahavidyalaya
Devi Lal	Lab Assistant	Male	Permanent	Lady Irwin College
Vinod Kumar Sisodia	MTS	Male	Permanent	Lady Irwin College
Shiv Prasad	Lab Attendant	Male	Permanent	Lady Irwin College
Chandra Prakash	MTS	Male	Permanent	Lady Irwin College
Vikas Kumar	Lab Assistant	Male	Permanent	Lady Irwin College
Yogesh Dutt	Lab Assistant	Male	Permanent	Lady Irwin College
Sumir kumar Verma	MTS	Male	Permanent	Lady Irwin College
Abid Hussain	MTS	Male	Permanent	Lady Irwin College
Rajesh Khanna	STA	Male	Permanent	PGDAV College
Chandra Bhushan Thakur	SNA	Male	Contract	PGDAV College
Abhimanyu Kumar	Lab Attendant	Male	Permanent	Ramjas College
Mohd. Sagar	Lab Assistant	Male	Permanent	Ramjas College
Deva Singh	Lab Assistant	Male	Permanent	RLA College
Surjeet Singh	Lab Attendant	Male	Permanent	RLA College
Tofiq Ali	Lab Assistant	Male	Permanent	Shaheed Rajguru College of Applied Sciences for Women
Birbal Sharma	Lab Assistant	Male	Permanent	Shaheed Rajguru College of Applied Sciences for Women
Suresh Kumar	Lab Assistant	Male	Permanent	Vivekananda College
Praveen Kumar Kataria	Lab Attendant	Male	Permanent	Vivekananda College
Rahul Negi	Lab Attendant	Male	Permanent	Zakir Hussain College
Mohd. Iqbal Qasim	Lab Attendant	Male	Permanent	Zakir Hussain College



# **KALINDI COLLEGE** **(UNIVERSITY OF DELHI)**

NAAC ACCREDITED 'A' GRADE COLLEGE

**ANNUAL REPORT**  
**2016-17**



- Learning from earlier experiences of Parents-Teachers-Students-Interface (PTSI), where the presence of parents was not very encouraging, IQAC suggested to organize one common "Open House" of parents, teachers and students. Apart from interaction, it would also provide a platform to showcase students' talent through some selected extra-curricular activities.
- IQAC has requested every Department and Co-curricular Units/Cultural Clubs/Societies/Committees to Report to SPA & keep the Website updated within one week one of the said activity.
- **Capacity Building Training in National Pension System**
  - Internal Quality Assurance Cell (IQAC), Kalindi College in association with Infrastructure Leasing & Financial Services (IL&FS) organized a Capacity Building Training in National Pension System on 21<sup>st</sup> March 2017. Experts from IL&FS included Capt. Keshav Prasad, Trainer); Mr. Raj Kumar, Master Trainer; and Mr. Faheen Ur Rehman, Academic Member. For this NPS Training, all the participants were required to fill a "Pre-Registration Questionnaire", "Post-Session Questionnaire" and a Feedback Form. The session deliberations included definition, benefits, types and architecture of NPS, role of intermediaries, role of responsibilities of government nodal offices, process of uploading SCF and fund remittance, nomination, exit & withdrawal, annuity types, investment pattern, and other related features.
  - Apart from large number of teaching and non-teaching staff of Kalindi College, administrative staff from other colleges of the University of Delhi participated in this training workshop, which trained them in saving, management and investment for Pension and Retirement Benefits.

## **One-Day Faculty Development Programme**

**On**

### **“Legislative Practices and Procedures”**

**Thursday, 6<sup>th</sup> April 2017**

**Department/Committee/Cell/Cultural Clubs, Others:** Political Science & IQAC

**Name of the activity:** One Day FDP on Legislative Practices and Procedures

**Funding Agency (Internal/External) and Amount:**

**Name of the TIC/CONVENER/COORDINATOR/NODAL**

**OFFICER/OTHER:** Prof. Ruchi Tyagi

**Date/s (-to-) and time (-to-) of activity:** 06/04/2017

**Collaborating agency if any:** Dept. of Political Science, University of Delhi

**Number of participants:** 73

**Number of participants outside Kalindi College:** 39

#### **The Organizing Team:**

**Patron:** Dr. Anula Maurya, Principal

**Department of Political  
Science, Kalindi**

**College**

Dr. Meena Charanda,  
TIC

**Organizing Committee:**

Dr. Sunita

Ms. Vandana  
Rani

Dr. Nivedita Giri

Dr. Vinita Meena

Dr. Utpal Kumar

**IQAC, Kalindi College**

Dr. Ruchi Tyagi, Coordinator

**Members, Core Committee:**

Dr. Tarkeshwar

Dr. Rakhee Chauhan

Dr. Amit Kumar

**Department of Political  
Science, University of Delhi**

Prof. Ujjwal K. Singh

Prof. Rekha Saxena

Department of Political Science & Internal Quality Assurance Cell, Kalindi College, in Association with Department of Political Science, University of Delhi organized one-day

Faculty Development Programme on “Legislative Practices and Procedures” on 6<sup>th</sup> April, 2017 in the College premises.

Under CBCS, “**Legislative Practices and Procedures**” as part of the Skill Enhancement Course in the undergraduate course of Political Science Honours and “**Legislative Support**” in BA Program have been introduced. There has been a constant need since its introduction for developing a uniform pedagogy for the course. The Programme was an attempt to assist the faculty members of the colleges of the University of Delhi in understanding the dynamics of Legislative Practices and the technicalities of Legislative Procedures. The pedagogic interventions deliberated upon curriculum, teaching guidelines and reading material for newly introduced Skill Enhancement Course. The Programme brought together scholars working on this area and the teachers teaching this course to come together for working out the guidelines of the course as well as for updating the knowledge with regard to the current developments in this field.

The Programme started with ‘Introductory note’ by Dr. Ruchi Tyagi, Coordinator, IQAC. Principal, Dr. Anula Maurya welcomed the guests, highlighted the college achievements in numerous fields and acknowledged this Faculty Development Programme as first Kalindi initiative in this field. The following Resource Persons engaged the participants during the day:

- Shri Devendra Singh, Former Additional Secretary, Lok Sabha
- Prof. Ujjwal Kumar Singh, Department of Political Science, University of Delhi
- Prof. Rekha Saxena, Department of Political Science, University of Delhi
- Prof. M.P. Singh, Honorary Senior Fellow, Centre for Multilevel Federalism, New Delhi
- Mr. Chakshu Roy PRS Legislative Research
- Ms. Prachee Mishra, Senior Analyst, PRS Legislative Research
- Mr. Vatsal Khullar, Analyst, PRS Legislative Research
- Dr. Rajesh Jha, Associate professor, Rajdhani College, University of Delhi

The Programme covered the entire syllabus in 05 major sections (sub-themes) such as: (i) Powers and functions of people’s representative at different tiers of governance; (ii) Supporting the legislative process; (iii) Supporting the Legislative Committees; (iv) Reading the Budget Document; and (v) Support in media monitoring and communication. The technical sessions were followed by a **round table involving Pedagogic Interventions**, Chaired by Prof. Ujjwal K. Singh and augmented by Prof. M. P. Singh and Prof. Rekha Saxena. All participants were invited for a brainstorming exercise over the concerns emerging from their experiences of teaching the course. The entire exercise entailed some suggestions for career/internship orientated initiatives; reading resource for faculty and initiative for reading material in Hindi medium. The Programme was concluded with a Vote of Thanks by Dr. Nivedita Giri.

The programme recorded participation of 62 faculty members from 22 colleges of University of Delhi and 02 research scholars, one each from Delhi University and Jawaharlal Nehru

University. Participants were provided with soft and hard copies of Reading Material to facilitate uniform pedagogy for the course.

The Programme proved to be a brain storming and stimulating exercise for all the participants.

### **Programme Schedule**

**9.30 a.m. Introductory Remarks:** Dr. Ruchi Tyagi, Coordinator, IQAC

**Welcome Address:** Dr. Anula Maurya, Principal, Kalindi College

**10.00 a.m. Supporting the legislative process**

How a bill becomes law, Role of the Standing committee in reviewing a bill, Legislative consultants, the framing of rules and regulations.	Mr. Devender Singh, Former Additional Secretary, Lok Sabha
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**11.00 a.m. Supporting the Legislative Committees**

Types of committees, role of committees in reviewing government finances, policy, programmes, and legislation	Mr. Chakshu Roy, PRS Legislative Research  Dr. Rajesh Jha, Rajdhani College
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**11.55 to 12.10 Tea Break**

**12.10 p.m. Reading the Budget Document**

Overview of Budget Process, Role of Parliament in reviewing the Union Budget, Railway Budget, Examination of Demands for Grants of Ministries, Working of Ministries	Ms. Prachee Mishra, Senior Analyst, PRS Legislative Research Mr. Vatsal Khullar, Analyst, PRS Legislative Research
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**LUNCH BREAK (1.15 p.m.)**

**1.45 p.m. Support in media monitoring and communication**

Types of media and their significance for legislators; Basics of communication in print and electronic media	Mr. Chakshu Roy, PRS Legislative Research
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**2.45 p.m. Powers and functions of people's representative at different tiers of governance**

Members of Parliament, State legislative assemblies, Functionaries of rural and urban local self - government from Zila Parishad, Municipal Corporation to Panchayat/ward	Prof. Ujjwal Singh Prof. Rekha Saxena
Prof. M.P. Singh, Powers & Functions of People's Representatives	

**4.30 p.m. Round Table: Pedagogic Interventions**



Chair: Prof. Ujjwal K. Singh  
Prof. Rekha Saxena

**Vote of Thanks:** Dr. Nivedita Giri, Department of Political Science, Kalindi College

## List of Participants

S. No.	Name	College	Contact
1	Dr. Sangit Sarita Dwivedi	Assistant Professor, Department of Political Science, Bharati College,	<a href="mailto:sangitsarita@gmail.com">sangitsarita@gmail.com</a> 9811687816
2	Dr. Shruti Sharma Sethi	Miranda house	<a href="mailto:msmanushruti@gmail.com">msmanushruti@gmail.com</a> 9818228247
3	Dr. Chanchal Kumar	Janki Devi Memorial College	<a href="mailto:drchanchal17@yahoo.co.in">drchanchal17@yahoo.co.in</a> 9891694339
4	Papori Kumar	Assistant Professor Department of Political Science, Indraprastha College for Women	<a href="mailto:papori.kg@gmail.com">papori.kg@gmail.com</a> 9958732906
5	Ishta Vohra	Motilal Nehru College, Evening	<a href="mailto:ishtavohra@gmail.com">ishtavohra@gmail.com</a> 9899922567
6	Dr Ragini Singh	Gargi College	<a href="mailto:raginisingh87@yahoo.co.in">raginisingh87@yahoo.co.in</a> 9868205636
7	Ishleen Kaur Lamba	Assistant Professor Political Science Department Mata Sundri College for Women	<a href="mailto:ishleenjnu@gmail.com">ishleenjnu@gmail.com</a> 9717954066
8	Paromita Datta	Assistant Professor Political Science Department Mata Sundri College for Women	<a href="mailto:paromita30datta@gmail.com">paromita30datta@gmail.com</a> 9958739297
9	Simerpreet Kaur	Assistant Professor Political Science Department Mata Sundri College for Women	<a href="mailto:spk00in@yahoo.co.in">spk00in@yahoo.co.in</a> 9871331496
10	Jaya Keral	Assistant Professor Dpt. of Political Science Bharati College	<a href="mailto:jaya.keral@gmail.com">jaya.keral@gmail.com</a> 9711139920
11	Dr. Shagufta	Assistant Professor Department of Political Science, Indraprastha College for Women	<a href="mailto:shaguftaip@gmail.com">shaguftaip@gmail.com</a> 9654520487
12	Dr. Sneha Bhagat	Department of Political Science, Delhi College of Arts & Commerce	<a href="mailto:snehabhagat.jnu@gmail.com">snehabhagat.jnu@gmail.com</a> 9312827070
13	Dr. Bindu Kohli	Asst professor Bharati college	<a href="mailto:bindukohli@ymail.com">bindukohli@ymail.com</a> 9899735607
14	Dr. T. Gopal Krishna Yadab	Delhi College of Arts and Commerce	<a href="mailto:ykgopal@gmail.com">ykgopal@gmail.com</a> 9013843946
15	Dr. Anuranjita Wadhwa	Assistant Professor, Bharati College	<a href="mailto:anuarora213@gmail.com">anuarora213@gmail.com</a> 9811868970

16	Dr. Amit Kumar	Assistant Professor, Bharati College	<a href="mailto:amitbhujnu@gmail.com">amitbhujnu@gmail.com</a> 9868666780
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**9.30 a.m., 06 April, 2017**

**Venue: Seminar Room, Kalindi College, East Patel Nagar, New Delhi**

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**Prof. Ujjwal Kumar and Prof. Rekha Saxena speaking in the session**

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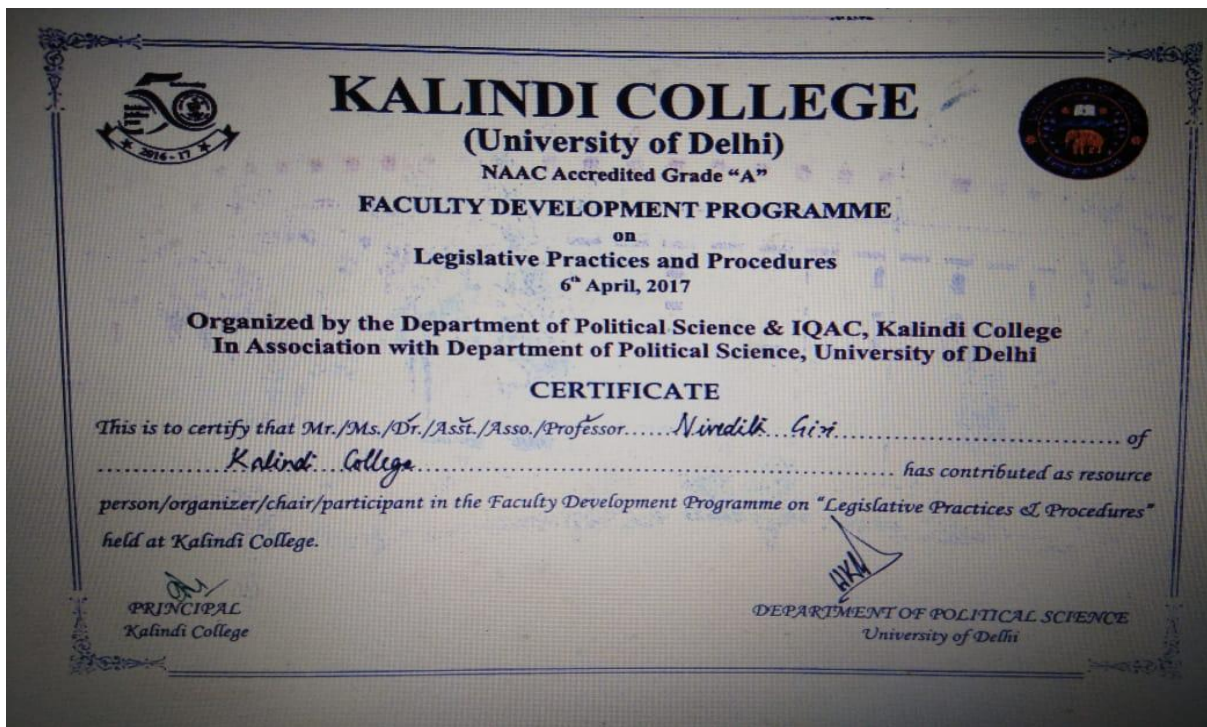


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